



# TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

## JOB POSTING

**Opening Date: 07/09/2015**

**Closing Date: 07/23/2015**

Position Title: Transfer Station Attendant

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Department: Environmental Protection Agency

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Work Schedule: Part-Time/ Varies

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Wage Rate: Pay Range 6: \$10.21/ Hr.  
Paid Bi-Weekly/ Overtime Eligible

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If you are interested in this position, please submit the following:

- Completed Application
- Tribal Identification (*if applicable*)

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

### Submit To:

Human Resources  
Tule River Indian Tribe of CA  
340 N. Reservation Rd.  
Porterville, CA 93257  
E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



# TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 N. Reservation Rd. Porterville, CA 93257

## JOB DESCRIPTION

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**POSITION:** Transfer Station Attendant

**WORKSITE:** Tule River Indian Reservation  
Solid Waste Transfer Station

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### GENERAL POSITION DESCRIPTION

This position is located at the Tule River Indian Reservation. The position serves as a grounds keeper and facilitator of the Solid Waste Transfer Station near the Tribal Administration Building by performing the following duties.

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### DUTIES & RESPONSIBILITIES:

1. Keeping the area in and around the fenced facility clean and tidy (i.e., sweeping, raking, hosing off, painting, shoveling, etc.) as needed;
2. Enforcing separation of hazardous waste from general household waste;
3. Providing and enforcing direction for placement of recyclable, hazardous and general waste;
4. Providing assistance in unloading waste (upon reasonable request);
5. Opening and closing facility for operation and security respectively;
6. Transporting waste as necessary
7. Other duties as required

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### QUALIFICATIONS:

1. Must be able to distinguish and categorize various waste types (hazardous, household, etc.).
2. Must be able to follow detailed oral or written instructions.
3. Must be able to work well under little or no supervision.
4. Must be able to work well with the community.
5. Must be self motivated.
6. Must be willing to work weekends (rotating from one attendant to the other)
7. Must be able to work flexible schedule (as hours will be scheduled to accommodate community participation)

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### KNOWLEDGE SKILLS & ABILITIES:

1. Ability to read and comprehend policy & procedures, rules & regulations and operating instructions.
2. Ability to write reports and correspondence.
3. Ability to add, subtract, multiply and divide.
4. Ability to take direction and follow orders.
5. Ability to work in poor weather conditions.

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### WORKING CONDITIONS

Position requires prolonged standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities.

Requires good manual dexterity (hand, hand with arm, two hands) and multi-limb coordination movement. Must be able to lift, push, pull or carry objects, use abdominal and lower back muscles to provide support over time without fatigue and to effectively jump, sprint or throw an object. Acute hearing is required. Regularly works near moving mechanical parts and in outside conditions that include inclement weather, heat and humidity, and exposure to dust and asphalt. Frequently must be able to lift up to 30 pounds, normally must be able to lift up to 50 pounds, and occasionally must be able to lift over 50 pounds. Noise level is generally loud. This job also may require the use of a vehicle, and an employee must be able to have those repetitive motions and coordination associated with operating a motor vehicle.

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**Position Reports to:** Environmental Program Director

**Position supervises:** None

**Salary:** Pay Range 6: \$10.21/Hr.  
Bi-Weekly/ Non-Exempt

**Hours:** Part-Time/ 18-29 Hrs. / Week  
(Must be flexible/ Hours may vary)

**Benefits:** None

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**PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES, IN ACCORDANCE WITH THE INDIAN PREFERENCE ACT.**