

LEE COUNTY COMMISSION

Chairman
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Members
Doug Cannon, District 1
Ross Morris, District 2
Gary D. Long, District 3
Tony Langley, District 4
Richard LaGrand, District 5

JOB ANNOUNCEMENT

Job Title: Recycling Technician	Hours of Availability: Monday-Friday; 7am-3:30pm
Closing Date: July 16, 2024	Position Announcement: ES02-07-2024
Work Location: Lee County, AL	
Division/Department: Environmental Services	
Reports to: Facility Manager	
<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time	Pay Range: \$37,086.52 - \$42,649.50

JOB SUMMARY: This position performs duties in support of the county’s recycling activities.

- ESSENTIAL JOB FUNCTIONS:**
- Operates a non-commercial vehicle to pick up recyclable materials at all disposal sites on a daily basis; collects ferrous and non-ferrous metals.
 - Picks up recycling from schools, businesses and various government facilities throughout Lee County.
 - Keeps recycling areas at disposal sites, businesses, government buildings and recycle facility clean and maintained.
 - Transports recyclable materials to a central location or recycling center.
 - Oversees assigned county inmates in the collection of recyclable materials.
 - Sorts recyclable materials and prepares materials for shipping.
 - Performs basic inspection of assigned vehicle, including checking gauges, tires, gas, oil, and water levels; reports any problems to supervisor.
 - Refuels vehicle as needed; keeps vehicle clean and maintained.
 - Keeps facility and facility grounds clean and orderly.
 - Operates and maintains recycling machinery such as balers and compactors.
 - Operates and maintains forklifts and clamp trucks.
 - Takes shortest and safest routes possible in transportation operations, obeying all traffic laws and monitoring other traffic, practices defensive driving techniques.
 - Identifies and implements strategies to reduce and recycle the greatest quantity of waste at County disposal sites.
 - Promotes public awareness and participation in the County's recycling program, educates the public on how to recycle.
 - Responds to citizens' questions and comments in a courteous and timely manner.
 - Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
 - Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
 - Performs other related duties as assigned.

- KNOWLEDGE, SKILLS, AND ABILITIES:**
- Knowledge of vehicle operation guidelines.
 - Knowledge of county and department regulations, policies and procedures.
 - Knowledge of vehicle maintenance guidelines.
 - Knowledge of Lee County geography, road and business locations.
 - Knowledge of traffic hazards, safety principles, rules, regulations and speed limits.
 - Knowledge of waste reduction techniques and recyclable materials.
 - Skill in the operation of assigned vehicles and equipment.
 - Skill in the maintenance of vehicles and equipment.
 - Skill in public and interpersonal relations.
 - Skill in oral and written communication.

- Ability to comprehend and follow safety rules and regulations.
- Ability to maintain a constant awareness of inmate's activities and/or any citizen in proximity to work areas and notify Sheriff's personnel as necessary.

QUALIFICATIONS:

- Some High School education.
- Possession of a valid state issued driver's license.

Applicants should apply at the Alabama State Employment Office or the Lee County Commission Office (215 South 9th Street, Opelika, Alabama) Monday through Friday, between the hours of 8:30 AM and 4:30 PM. An employee in this position is subject to random drug/alcohol testing. Interested applicants may also fax a completed application to (334) 737-3609 or emailed to humanresources@leeco.us by the closing date.

Previous applicants should reapply. For more information visit: www.leeco.us.

Lee County is an Equal Opportunity Employer, we will recruit, hire, train, promote, discipline, and discharge in all eligible job groups without unlawful discrimination based on race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability, marital status, political affiliation or genetic information or any other characteristics protected by law. To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described in accordance to Subtitle A of Title II of the Americans with Disabilities Act (42 U.S.C. 12131).