

## MAINTENANCE MECHANIC (RECYCLING)

GENERAL STATEMENT OF DUTIES: Assists in the oversight of the work of personnel engaged in a municipal recycling center including the receipt and disposition of assorted recyclable materials, and composting and mulching activities; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision of the Lead Maintenance Mechanic (Recycling), an incumbent of this class is responsible for the completion of work assigned to the recycling personnel at a municipal recycling center. Center activities include the collection/receipt of assorted recyclable materials, composting and mulching activities and the disposition of recyclables. In the absence of the Lead Maintenance Mechanic (Recycling) a person in this position acts in his/her behalf. The Maintenance Mechanic (Recycling) may be required to act as crew chief and participate in the actual work of the work crew.

### EXAMPLES OF WORK: (Illustrative Only)

Assists in the oversight of recycling center personnel engaged in the collecting or receipt of recyclable materials;

Assists in overseeing the work of recycling personnel in the disposition of recyclable materials;

Assigns crews to routes and trucks and recycling activities (i.e. composting of materials, distribution of mulch, etc.);

Participates in the collection and disposition of recyclable materials, as required;

Keeps simple records and makes reports on work done, materials received, materials disposal, etc;

Requisitions materials and supplies;

Oversees the activities of a municipal recycling center;

Interacts with County recycling agency and/or municipal Solid Waste Advisory Board ;

May operate a motor vehicle.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Knowledge of composting operations; knowledge of marketability of recycling products; knowledge of recycling methods and practices; familiarity with local source separation law; demonstrated ability to plan and assist in the oversight of the work of others; ability to secure the cooperation of others; ability to keep simple records and make prepare simple reports; reliability; mental alertness; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: High school graduation or possession of a high school equivalency diploma and either: (a) one year of experience in sanitation or recycling activities; or (b) one year of work experience in the recyclables market ; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: If applicable, incumbent must possess a valid license (appropriate to the equipment to be operated) to operate a motor vehicle in New York State at the time of appointment.