

# NOTICE OF EMPLOYMENT OPPORTUNITY

## Town of Colorado City

**POSITION:** SCALEHOUSE OPERATOR

**JOB DUTIES:** Would work under the direction of the Landfill Supervisor. Duties would include operating motor vehicles and some equipment. Duties would include operating the scale, some accounting and cleaning, maintaining and the landfill building. The job may be physically strenuous and demanding and will require lifting, pulling and managing equipment and objects; Will work in all weather, and must be prepared for both extreme heat and cold, ensuring that all activities are completed in a safe and efficient way; Perform various manual labor and skilled tasks. Performs related duties as needed or assigned. This position will fill whatever is needed in landfill, streets, parks, or combination of these.

**SPECIAL:** Applicants must be at least 18 years old and be qualified to work in United States with a valid drivers' license. Applicants must have a good driving and criminal record; must have experience in the operation of light and medium equipment and be able to operate equipment in a safe and appropriate manner; Computer skills is required. Experience in Quick Book is preferred. Required to practice workplace safety; Be able to work cooperatively with others and interact with the public in a courteous and respectful manner; Ability to use hand and power tools in a safe and effective manner; Ability to read and follow written and oral instructions. Candidates may be subject to a background check and will be required to undergo a drug test as a condition of employment.

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The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change as the needs and requirements of the job change. The selection process may consist of evaluation of application material, oral interviews, written examinations, performance tests, assessment centers, physical ability tests, probationary periods or any other screening technique.

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**PAY RATE:** \$15.00 to \$20.00 per hour depending on qualifications.

### **APPLICATIONS:**

Applications available at the Colorado City Town Hall or on web site [www.tocc.us](http://www.tocc.us).

To apply, submit a cover letter, resume, and Town of Colorado City employment application in person or electronically; email to [clerk@tocc.us](mailto:clerk@tocc.us); fax to 928-875-2778; physical address: 25 S. Central Street; mailing address: P.O. Box 70; Colorado City, Arizona, 86021. Application period will remain open until filled.

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THE TOWN OF COLORADO CITY IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate on the basis of race, color, national origin, sex, religion, age, results of genetic testing, or disability in employment or the provision of services.