



MUNICIPALITY OF
WESTLAKE-GLADSTONE

Job Posting

2 Part Time Positions

Plumas Landfill Attendant

Langruth Landfill Attendant

Summary:

Due to an internal promotion, the Municipality of WestLake-Gladstone invites applications for the position of 2 part time positions for landfill attendant for the Plumas and Langruth waste disposal grounds. Applicants may apply for both part time positions or one of the positions as the hours of operation allow for an individual to hold both part time positions if interested.

Each part time position's hours vary by season and are those of each waste disposal grounds operating hours. The successful candidate will commence as soon as possible. Days of work are Tuesday to Saturday weekly excluding Statutory Holidays. The successful candidate must provide their own transportation to both work locations.

Duties and Responsibilities:

- Operate the landfill site according to the requirements under the licenses issued by the Province.
- Operate the ECO Centre (waste oil and antifreeze) as per MARRC procedures and maintain records as required.
- Meet all on-site users and inspect their loads, directing to appropriate segregated area.
- Work with Public Works to bury waste, organize pickup of segregated material and recyclables, and obtain burn permits.
- Enforce WDG policies and procedures with site users including health and safety measures.
- Perform cleaning and maintenance on all landfill equipment and buildings.
- Wear prescribed PPE for the position.
- Collect tipping fees and issue receipts and deliver collected fees to the Municipal Office on a weekly basis.
- Report amounts of waste being deposited on the collection logs monthly basis.

Skills, Qualifications and Experience Required:

- Working under minimal supervision.
- Establish positive relationships with employees and ratepayers.
- Maintain confidentiality.
- Thorough knowledge and demonstrated commitment to safe work methods.
- Demonstrating sound work ethics and leading by example.
- Ability to manage stressful situations.
- Time management and prioritization.

Minimum Requirements:

- Possession of a valid Class 5 Driver's License
- CPR certification, an asset
- Customer service experience, an asset
- SWANA Certificate, training provided by the Municipality
- MARRC Certificate, training provided by the Municipality

Starting Wage: \$18.21 per hour

COMMENTS:

This unionized position is being advertised internally and externally at the same time. Preference will be given to internal applicants who meet eligibility and position requirements. Applications will be accepted until **Friday, July 17, 2026, at 4:30pm or until the position is filled**. Interested individuals are to specify the position being applied for and attached their resume and cover letter listing how they meet the minimum qualifications/requirements of position. Resumes/applications are to be submitted to: cao@westlake-gladstone.ca.

The Municipality of Westlake-Gladstone is an equal opportunity employer, committed to providing an inclusive work environment. Applicants who require accommodation during the hiring process are encouraged to contact the Municipal Office via the information provided. Thank you to all who apply, however, only those candidates selected for an interview will be contacted. A copy of the complete job description is available upon request. The Municipality offers a comprehensive benefit package including Pension plan, Health & Dental, Life Insurance and more.