



LAKE COUNTY DEPARTMENT OF UTILITIES

Administration Division

Landfill Weightmaster / Scale Attendant

The Weightmaster / Scale Attendant is responsible for performing general tasks involved with using the scale and computer software to process vehicles entering and exiting the solid waste facility.

Essential Job Functions:

- Controls and directs all traffic into the Solid Waste Facility and determines charges for all vehicles by weight, size or type of solid waste.
- Balances cash receipts and transmits all monies to the Lake County Department of Utilities office on a daily basis.
- Maintains electronic records for scale operation consisting of daily logs, weekly logs, monthly logs, and annual logs.

Minimum Qualifications:

Applicants must have a High School diploma or GED and a valid Ohio driver's license or state ID.

Knowledge, Skills and Abilities:

Applicants should have the ability to use the scale and related point of sale software to process vehicles entering and exiting the solid waste facility, document weights of loads, apply rates accordingly, collect fees and issue receipts. Applicants should be able to ensure compliance with landfill regulations and policies, record data, maintain good housekeeping of the scale house, exhibit strong skills in verbal and written communication, exhibit organizational abilities and time management, demonstrate initiative and logic, exercise basic judgement, consistently deliver general customer service in a professional fashion, and perform other duties as assigned. This classification may require overtime, shift, weekend and holiday work, as well as flexible hours and rotating days.

Job Type: Full Time

Pay:

\$18.25/hr. entry level



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Fringe Benefits:

- Medical, Dental, Rx, Vision, Telemedicine, Gym Membership, EAP
- 12 Paid Holidays
- Sick (4.6 hrs./pay), Vacation (3.1 hrs./pay), Personal Days (6/yr. from sick time), Overtime, Compensation Time
- PERS 10% employee contribution with 14% employer contribution, Deferred Compensation, Public Student Loan Forgiveness

Send resumes to Kelly Andino at LCDUJobs@LakeCountyOhio.gov, or 105 Main Street, Painesville, OH, 44077 by December 18, 2022. Please reference job #2022-57.

**An Equal Opportunity Employer
M.F.H.V.**