The Schenectady Municipal Housing Authority

<u>Excellent Career Opportunity</u>

Recycling Helper

The Schenectady Municipal Housing Authority (SMHA) is seeking to fill the full-time position of **Recycling Helper**. Employees in this position perform a variety of tasks in connection with garbage and bulk items collection and recycling activities. Job duties include, but are not limited to collecting trash, recyclables, and bulk items at each site on an assigned schedule, dispose of, transport and transfer trash and bulk items such as furniture, equipment, and appliances to a transfer station, remove garbage from compactors and load it into a truck for removal to a collection site, drive a truck to various locations for garbage collection and disposal, and assists with grounds upkeep and clean-up.

Minimum Qualifications: Must possess a valid NYS Driver's license with a safe driving record at the time of appointment and must maintain such license throughout the tenure of appointment.

Starting Salary: $40,938.92. Full benefit package including health, dental and vision insurance, and participation in the New York State and Local Retirement System.

Normal Work Schedule: Full-Time, 40 hours per week, Monday through Friday, 7:30 a.m. to 4:00 p.m.

Pre-employment and Random Drug Screening: It is the policy of SMHA to require applicants to take and successfully pass a pre-employment drug test. Employees in this position are also subject to random drug testing throughout employment.

Submission Requirements: Applicants must submit a job application and attach a copy of their resume. The application can be downloaded from our website http://www.smha1.org/News.html (scroll down to Job Opportunities and click the link to Employment Application). Application and resume may be submitted via mail or email to the following:

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Director of Human Resources & Safety
Schenectady Municipal Housing Authority
375 Broadway
Schenectady, NY 12305
jobs@smha1.org

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The Schenectady Municipal Housing Authority is an Equal Opportunity Employer