

VOLUNTEER POSITION DESCRIPTION – Transfer Station Operator Assistant

Position title	Transfer Station Operator Assistant
Responsible to	Transfer Station Operator
Availability	3-6 hours
Commitment	Regular
Requirements	National Police Certificate Ochre Card
Position description approved	

Role Description

As part of Council's Regional Waste Management Facility (RWMF), this volunteer position assists the operations at the waste transfer station.

The waste transfer station is the sorting area where people dropping off rubbish can sort their waste into different skips, so it can be more easily recycled or reused. At the waste transfer station there are areas or skips to dispose of different types of waste or recycling, such as cardboard, electronic items, glass, green waste (or garden cuttings), steel, timber, tyres, white goods, mattresses and batteries.

Key Responsibilities

- Assist visitors at transfer station.
- Manage traffic to the right bins for removal of waste.
- Sorting of recycling goods.

Selection Criteria

1. Good customer service skills.
2. Ability to work in a cross-cultural environment.
3. Excellent interpersonal skills with the ability to effectively engage a range of community members.
4. Ability to perform moderate physical work in a safe manner (including outdoor work).
5. All Council volunteers are required to have a satisfactory current Working with Children Check and National Police Certificate.

Training and Induction

Orientation to The Rediscovery Centre and Regional Waste Management Facility and subsequent specific orientation to the position will be provided.

Volunteer Vision

Alice Springs Town Council values the important role of volunteers in encouraging social cohesion, bringing positive change, and fostering a true sense of community across Alice Springs.

Volunteering plays a valuable role in sustaining healthy, resilient communities and contributes significantly to the quality and vibrancy of our society.

Volunteer Signature

Date

Volunteer Name