

JOB OPENING

Rich County Sanitation Department

The Rich County Sanitation Department is accepting applications for a part-time Scale House Attendant at the County Landfill.

Opening Date: July 22, 2026
Closing Date: Position will remain open until a qualified individual is found.
Starting Pay: \$22.50 per hour, minimum of 20 hours per week

Job Description:

This position weighs incoming and outgoing loads, collects and records fees, tracks daily transactions, and provides friendly, professional service to the public and haulers.

Responsibilities include:

- Operating scale equipment and recording weights and transactions
- Collecting fees and maintaining accurate daily records
- Assisting the public courteously and answering questions about disposal
- Basic reporting and data entry

Qualifications:

- Computer proficiency, including Microsoft Outlook, Word, and Excel
- Strong people skills and a customer-service mindset
- Reliable, detail-oriented, and comfortable working independently
- Able to work outdoors in varying weather and lift up to 50 lbs.

Requirements for Employment:

1. High School Diploma or GED; and
2. Must consent to and pass a background check and random drug and/or alcohol screening

Candidates should be confident working in a busy atmosphere with frequent interruptions and exposure to outside elements. Preference will be shown to candidates who can demonstrate computer and writing skills.

Anyone wishing to apply for this position can pick up an application at the Rich County Landfill on Tuesday - Saturday from 9:00 am to 4:00 pm.

Applications can also be found on the Rich County website: richcounty.gov under Departments - Human Resources - Forms - Rich County Job Application

Please submit both an application and a resume to:

**Rich County Clerk's Office
PO Box 218
Randolph, UT 84064**

Or to sanitation@richcounty.gov

Please contact Steve Talbot with any questions: 435-881-9701.

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