

Cashier/Grounds Attendant (PT)

General Services

Hourly Range: \$16.84 - \$19.79

Deadline: 11:59 p.m. May 29, 2022

Chesterfield County's General Services Department is seeking a Cashier/Grounds Attendant. Responsibilities include collecting fees and overseeing waste disposal and recycling programs at the county's convenience centers; performing general maintenance of grounds and facilities; and maintaining accurate records. Display a positive attitude and safe work habits. Safety is the top priority. Perform other work as required. Successful candidate will possess a high school diploma or GED; one year of experience performing cashiering and/or grounds maintenance duties; or an equivalent combination of training and experience. Basic knowledge of accounting principles and experience in cashiering operations; basic computer and calculator skills, along with accurate record keeping are required; good customer service and communication skills are necessary; knowledge of waste management operations and managing hazardous materials are a plus; ability to work in all weather conditions. Work in this classification is primarily physical in nature requiring standing for long periods and lifting up to 60 pounds. **Current valid driver's license and good driving record required. Based on the Virginia DMV point system, record must not reflect more than six demerit points within the twenty-four months preceding the anticipated hire date, or one major violation of six demerit points within the preceding thirty-six months. Out of state records must be obtained by applicant and presented at time of interview. Record must reflect at least three years of history and be dated within thirty days of interview date. Pre-employment drug testing, FBI criminal background check and education/degree verification required.** A Chesterfield County application is required and must be submitted online by deadline. Visit chesterfield.gov/careers to view instructions and to complete and submit an application. (804) 748-1551.

An Equal Opportunity Employer Committed to Workforce Diversity, Equity, and Inclusion