



**Employer:** MSW Consultants  
**Job Location:** Orange County, Florida  
**Position:** Lead Recycling Cart Monitor (Vehicle Required)  
**Positions Startup:** Early December and early January  
**Hours:** Approximately 5:00 a.m. – 11 a.m. Monday-Friday (some Saturdays after holidays), estimated 25-30 hours per week  
**Pay Range:** \$14.50 per hour, with opportunity to increase up to \$17.50 per hour following successful performance

**Vehicle Requirement:** Must have reliable vehicle to carpool team to daily project area. Additional insurance and daily transportation stipend will be provided in addition to hourly wage.

**Project:** Our team will be supporting the Orange County Solid Waste Division in developing and executing a Recycling Quality Improvement Program. We will be providing field audits of curbside recycling carts for over 217,000 households in the unincorporated area throughout Orange County.

**Position:** The Recycling Monitor is a key position in the success of Orange County project. Three- to four-person teams of Recycling Monitors will be deployed to residential neighborhoods all across Orange County to walk from driveway to driveway while inspecting the contents of the 95-gallon, lidded recycling carts that residents use to hold their recyclable paper, cardboard, bottles and cans. In particular, Recycling Monitors will grade how accurately each household has adhered to the recycling program, and will place informational tags on the carts based on the outcome of each inspection. *The **Lead Recycling Monitor** will be carpooling the team throughout the day from the office to the dispatched monitoring areas and back to office, as well as conducting monitoring once in the field.*

This is a part-time position. All Recycling Monitors will be expected to perform inspections five days per week, five to six hours per day. On a daily basis, the Lead Recycling Monitors will meet in a central location to obtain their assigned neighborhood; carpool their team to the neighborhood; spend up to six hours performing inspections in their assigned neighborhood; return to the MSW Consultants office to turn in data sheets and handheld devices; and check out for the day.

The successful candidate will be capable of and responsible for the following:

- ◆ Reporting to headquarters by the established time, estimated to be 5:00-5:15 a.m. depending on neighborhoods being inspected each day;
- ◆ Wearing appropriate attire, to be further discussed during training. Employee shall provide good walking shoes and pants/walking shorts (no low-hanging pants/shorts allowed). MSW Consultants will provide safety vest or high-vis uniform shirt and a high-vis sun hat, tool for recording data, drink cooler with ice, and apron/accessory for carrying supply of cart tags on foot, to be distributed each morning and returned at the end of each shift. Rain ponchos will be provided if necessary.
- ◆ Visually inspect recycling carts at approximately 60 households per hour for 4-6 hours per day by:



- Lift lid of cart,
- Assess materials in relation to acceptable materials learned during training,
- Record findings efficiently on provided device,
- Attach one of two tags provided, as determined based on information learned during training.
- ◆ Work as a team to complete the assigned areas for each day, being respectful of each individual and of the team leader.

### **Training:**

MSW Consultants will provide paid, formal training program in two half days for all recruits. Training will combine classroom review and field inspection practices. Training will encompass:

- ◆ Orange County's recycling program and set-out allowances
- ◆ Definitions of allowable recyclable materials; as well as unacceptable materials that residents often mistakenly try to recycle
- ◆ Health and safety practices for working outdoors
- ◆ Communication strategies for interacting with random residents who may be encountered during the inspections
- ◆ Cart auditing procedures
- ◆ Proper interpretation of maps for identifying the neighborhood blocks to be audited each day
- ◆ Use of handheld devices for recording the outcome of each and every cart inspection, organized by specific street address
- ◆ Other best practices to make the program efficient, accurate and successful

### **Minimum Qualifications and Abilities:**

- ◆ Own a reliable automobile (less than 10 years old) that will be used to carpool up to 4 team members to complete the assigned monitoring area daily, Monday-Friday. Must provide current auto insurance coverage levels. MSW Consultants will provide incremental costs of auto coverage for carpool if necessary.
- ◆ Good driving record and valid driver's license. MSW Consultants reserves the right to check driving history.
- ◆ Familiar with iPhones, Android phones, or other handheld devices for use in finding addresses and inputting the result of individual cart inspections in a customized app.
- ◆ Capable of learning extensive details about Orange County's recycling program so that the Monitor can communicate these details to residents during the job.
- ◆ Friendly and capable of interacting with random Orange County residents who may be curious, or even potentially unsupportive of their recycling carts being inspected.
- ◆ Ability to walk several miles per day intermittently, five days per week.



- ◆ Able to read and speak English clearly; bi-lingual (Spanish) speakers are strongly encouraged to apply.
- ◆ Must have clarity of vision, three-dimensional vision, and good peripheral vision.
- ◆ Attentive to health and safety practices while working outdoors in residential neighborhoods, maintaining good hydration and avoiding risks associated with moving vehicles.
- ◆ Regular attendance is required; missed work days must be arranged and approved in advance.

**How to Apply:**

Email your resume with contact information to:

[info@mswconsultants.com](mailto:info@mswconsultants.com)

**About the Firm:** MSW Consultants is a non-engineering consulting firm specializing in the waste management and recycling industry. We help our clients optimize collection, recycling, composting, diversion, and funding programs. We passionately believe that doing our job right will benefit not only our clients, but also the taxpayer and the environment. Visit our website at [www.mswconsultants.com](http://www.mswconsultants.com) for more information.