

CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION
DISPOSAL SITE SUPERVISOR - 1413

DEFINITION:

Under general supervision, to plan and supervise construction, maintenance, and equipment operation work at a sanitary landfill; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Assigns and organizes the work of equipment operator crews at refuse disposal, excavation, construction, maintenance, and equipment operation activities at landfill sites;
- Supervises the excavation of future landfill sites and the construction of access roads and drainage facilities on a sanitary landfill;
- Supervises the excavation of future landfill modules and disposal of refuse and/or production of green products;
- Evaluates daily workload and plans appropriate work programs;
- Supervises and inspects the compaction and burial of refuse;
- Reads topographical maps and grade stakes to determine cuts, grades, fills, and slopes;
- Assists engineer in laying out grades to be followed;
- Maintains daily work records and equipment usage and repair records;
- Determines need for equipment maintenance;
- Investigates accidents involving City equipment;
- Enforces regulations regarding dumping and disposal of unacceptable waste material;
- Handles citizens' complaints and provides information to the public regarding the use of the landfill;
- Provides direct support to the division's Environmental Management System, including improvement, prevention of pollution, and regulatory compliance;
- Represents management in employer-employee relationships with subordinates, and investigates and processes grievances;
- Assigns, trains, and evaluates the work performance of subordinates.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

One year of full-time crew-leading experience, **AND** three years of full-time experience operating medium class and/or large class heavy industrial motive equipment in the

- * EXAMPLES OF DUTIES performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.**

construction, maintenance, operation, and/or repair of landfills, streets, water, sewer, or other public works projects, in which one year must include full-time experience at a large landfill and/or large-scale earthmoving or excavation operations such as new highway construction, earthen dam construction, large subdivision grading, etc. A valid California Class B Driver License, AND a valid California Department of Motor Vehicles (DMV) medical certificate dated within the last two years are required at time of hire.