

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

SENIOR DISPOSAL SITE SUPERVISOR

DEFINITION:

Under direction, to plan, supervise, coordinate, and review, through subordinate supervisors, the work of crews engaged in construction, maintenance, and equipment operation work at sanitary landfills; and to perform related work.

* EXAMPLES OF DUTIES:

- Assigns and supervises, through subordinate supervisors, the work of crews engaged in the day-to-day operations of sanitary landfills;
- Inspects disposal sites for proper maintenance and conformance to State standards and City specifications;
- Coordinates with other agencies refuse disposal activities such as constructing and maintaining landfill sites, arranging fuel resupply, and relocating heavy equipment;
- Plans and researches future disposal sites within the landfill;
- Coordinates repair operations of leased and City-owned landfill equipment;
- Evaluates workload and plans work;
- Schedules personnel and equipment as needed to assure completion of daily work programs;
- Evaluates and recommends specifications for new equipment;
- Explains landfill rules and regulations to the public;
- Handles on-site emergencies, and authorizes the opening, closing, and/or restriction of landfill activities as a result of inclement weather or unsafe conditions;
- Assists engineers in laying out proper cut and fill grades and drainage systems;
- Plans and supervises employee training;
- Investigates accidents and equipment failures;
- Selects, trains, and rates the work performance of subordinates;
- Prepares reports.

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 Announcement for updated minimum qualifications.

Three years of experience operating heavy mobile construction equipment, including one year at a large sanitary landfill or in large-scale earth moving or excavation operations such as new highway construction, earthen dam construction, or large subdivision grading; **AND** one year as a supervisor directing a crew of heavy mobile construction equipment operators in a large sanitary landfill.

- * **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.