



Solid Waste Supervisor (2855)

FLSA Status: Non-Exempt (Hourly)

Pay Grade: 17

Safety-Sensitive: No

Purpose

The purpose of this classification is to oversee day-to-day operations and staff involved in collecting, transporting, and dumping of waste materials from the Bulloch County solid waste collection centers.

Primary Responsibility

Provides excellent service, pursues continuous improvement and exceeds expectations.

Typical Duties

Supervises and oversees, under general direction of supervisor, the activities of regular and temporary staff who are engaged in the transport of materials from solid waste collection centers: coordinates and assigns work of staff and inmate details; participates in the prioritizing and scheduling of work activities in order to meet objectives; develops and distributes employee schedules and collection routes to ensure adequate coverage and control; monitors status of work in progress; consults with assigned staff to assist with problem situations and provide technical expertise; provides progress and activity reports to management; and trains assigned staff in policies, procedures, safety, and equipment operation.

Assists in developing, implementing, and monitoring procedures, goals and objectives for area of assignments: provides input in operational decisions about routing, scheduling, and assigning of work for the functional area; monitors operations and initiates action to correct deviations from organizational objectives and goals; reports discrepancies or other obstacles that threaten safe, efficient and compliant operations.

Supervises and operates vehicles to complete tasks related to the collection, transporting, and dumping of waste materials; drives vehicle over public roads, public works facilities, and other County property; maneuvers in and around traffic, parked cars, equipment, utilities, and other obstacles; obeys all traffic laws and safety guidelines; and monitors immediate environment and work area to ensure the safety of operator, other workers, the equipment, and the public.

Coordinates and/or performs maintenance and repairs at collection center locations: ensures completion of minor maintenance and repairs to collection center gates as needed.

Monitors and enforces safety policies and procedures: monitors work environment and use of safety equipment to ensure safety of employees and other individuals; and responds to and reports incidents, accidents and other emergencies as needed.

Performs other related duties as required.

Minimum Qualifications

High school diploma or GED required, supplemented by vocational or technical training in related field; supplemented by three years of experience in solid waste collections, recycling collections, transfer station operations or related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Specific License or Certification Required: Must possess and maintain a valid Georgia Commercial Driver's License, including appropriate endorsements.

Performance Aptitudes

Data Utilization: Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.

Human Interaction: Requires the ability to act as a first-line supervisor, including instructing, assigning and reviewing work, maintaining standards, coordinating activities, and evaluating employee job performance.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, and ratios; may include ability to calculate surface areas, volumes, weights, and measures.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA Compliance

In compliance with the Americans with Disabilities Act (ADA), the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Essential functions are regularly performed without exposure to adverse environmental conditions.

DISCLAIMER: This job description is not an employment agreement or contract. Management has the exclusive right to make changes at any time without notice.

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