

YAKIMA COUNTY, WASHINGTON
CLASS SPECIFICATION
CLASS TITLE: Solid Waste Field Supervisor

BAND: B B	GRADE: 2 3	SUBGRADE: 5 2	CLASS CODE: J23-7625
DEPARTMENT: Solid Waste	ACCOUNTABLE TO: Senior Manager I	Job Family: Trades – Maintenance & Operations – Solid Waste	OVERTIME STATUS: Non-Exempt

JOB SUMMARY: The Solid Waste Field Supervisor performs supervisory and coordinating activities related to maintaining solid waste operations and property.

DISTINGUISHING CHARACTERISTICS: The Solid Waste Field Supervisor is distinguished from the Maintenance Technician and the Solid Waste Class A Driver classifications by responsibility for assigning, training and monitoring the work of the lower levels and also serves on the call out list at times. This is a working supervisor position distinguished from the management level Solid Waste classifications by the higher level decisions made at the professional and management levels.

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample: (Position assignments may vary.)	BAND/ GRADE
1	Serves as a lead to subordinates by planning, scheduling, assigning and prioritizing work projects. Makes recommendations on employee leave requests and on probationary performance evaluations. Assists with the planning and preparations for onboarding new team members, assists in cross training field staff.	B2
2.	Assists Solid Waste Operations Supervisors with the planning and preparation of on-boarding for new maintenance team members including review of county department policies, use of equipment and employment expectations and requirements.	B2
3.	Coordinates maintenance and repair of equipment including scheduling of preventative maintenance and call out for repairs. Assists with the Household Hazardous Waste Facility as needed and fills in as shipping authority if needed.	B2
4.	Ensures work projects are completed and carried out in compliance with policies and procedures; monitors crews and inspects job sites; inventories and orders equipment, tools, materials and supplies; completes and maintains records and logs for reports, service requests, assists workers with time entry and communication of department policies and procedures; receives and responds to call out requests; contacts and coordinates projects with other departments, contractors and agencies.	B2
5.	Responds to inquiries and complaints from the general public; explains policies, procedures, and ordinances related to Solid Waste.	B2
6.	Performs other duties as required, including but not limited to monitoring gas collection systems, septage lagoons, well systems.	

Knowledge of: (Position requirements at entry):

- Material management techniques and calculation of weights and measures;
- Building and facility maintenance techniques;
- Grounds keeping and irrigation maintenance/installation techniques;
- Equipment and tool maintenance practices and techniques;
- Solid Waste or environmental sciences practices;
- Safety precautions and specialized hazards associated with Solid Waste facilities.

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Skills: (Position requirements at entry):

- Assigning and monitoring the work of subordinates;
- Excellent customer service skills;
- Inventorying and ordering materials and supplies;
- Organizing staff, equipment and materials for projects;
- Performing skilled activities related to maintaining Solid Waste Facilities;
- Operating equipment such as pick-up trucks with or without fueling tanks, medium duty trucks, forklifts, scissor lifts, mowers, ATVs, trimmers, power tools, etc.
- Applying traffic control techniques;
- Using two-way radios and other communication devices;
- Establishing and maintaining effective interpersonal relationships at all organizational levels and with the public;
- Communication, both oral and written, sufficient to exchange or convey information and to give and receive work direction.

Training and Experience: (Position requirements at entry):

High School Diploma or General Equivalency Diploma (GED) and six years Solid Waste or Environmental Services experience, and/or construction / light equipment operation, road maintenance, and/or construction experience or an equivalent combination of education and experience which provides knowledge, skills and abilities sufficient to successfully perform the essential duties of the job.

Licensing Requirements: (position requirements at entry):

- Valid State of Washington Driver's License
- Successful completion of general employment verification
- 40 Hour Hazwoper (or the ability to attain within 1 year of employment)
- Hazardous Material Transportation (DOT/IATA) Certification (or the ability to attain within 1 year of employment)
- Ability to obtain SWANA Manager of Landfill Operations and/or SWANA Transfer Station Certification, if required

Working Conditions: Position may have the potential exposure to the following:

Environment: Excessive noise, exposure to weather, extreme temperatures, moving/mechanical parts, pathogen exposure, vibration, travel. work in locked down facilities, field work, exposure to hostile/angry individuals, work outside of standard business hours and multiple work locations;

Physical Demands: bending, carrying, handling, lifting, reaching, sitting, standing, walking, fingering, balancing, climbing, crawling, crouching, kneeling, hearing, smelling, talking, visual acuity.

Intellectual Demands: ability to multitask, confidentiality, ability to work under pressure, ability to articulate and communicate in conversations, ability to follow written and verbal instruction.

Heavy Work: Exerting up to or in excess of 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Work is performed out in the field.

Classification History:

New Class: 02/2022

Revised: 01/2023

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