



LAKE COUNTY DEPARTMENT OF UTILITIES

Administration Division

Solid Waste Supervisor

The Solid Waste Supervisor is responsible for entry-level managerial duties associated with daily landfill operations and maintenance.

Essential Job Functions:

- Supervises the daily operation of the Solid Waste operation and staff operators and laborers. Plans, organizes, coordinates, evaluates and otherwise supervises the work of staff employees. Prioritizes and schedules work assignments. Trains employees and instructs on safety precautions and methods. Responsible for administration of discipline, effectively recommends and initiates disciplinary actions. Hears employee complaints and adjusts or recommends disposition of their grievances.
- Troubleshoots operational upsets and provides technical expertise and recommendations to correct these operational problems to maintain solid waste regulatory standards.
- Record keeping for all facility operations consisting of daily logs and daily, weekly and monthly operation records.
- Schedules the operational duties including housekeeping, modifications, modes of operation, maintenance and staffing.
- Order supplies and equipment necessary to maintain operations and staff requirements.
- Provides on-the-job training to new employees and in-house sessions to provide training in new operational techniques, safety, etc.

Minimum Qualifications:

Applicants must have a High School Diploma or GED, and at least Four (4) years' equivalent experience, and supervisor training techniques, is preferred. A valid Ohio Driver's License with a safe driving record, a drug screen and a background check are required.

Knowledge, Skills and Abilities:

Applicants should have experience with landfill environmental compliance, rules, and regulations, leachate and landfill gas management, capital improvement projects at a landfill site, overseeing contractors and consultants, managing construction projects from design to



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completion, demonstrating leadership and supervisory skills, identifying problems and making effective decisions in work assignments, equipment, instruments, materials and operating practices for solid waste management, experience in operating heavy equipment (backhoe, excavator, dump truck) and experience in preventative maintenance of construction related equipment, and communication and public relations.

Job Type: Full Time

Pay:

Starting: \$27.50/hr.

Fringe Benefits:

- Medical, Dental, Rx, Vision, Telemedicine, Gym Membership, EAP
- 12 Paid Holidays
- Sick (4.6 hrs./pay), Vacation (3.1 hrs./pay), Personal Days (6/yr. from sick time), Overtime, Compensation Time
- PERS 10% employee contribution with 14% employer contribution, Deferred Compensation

Send resumes to Kelly Andino at LCDUJobs@LakeCountyOhio.gov, or 105 Main Street, Painesville, OH 44077. Please reference job #2022-7.

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