



**THE COUNTY OF EL DORADO**  
invites applications for the position of:

## **Supervising Waste Specialist**

**SALARY:** \$38.53 - \$46.83 Hourly  
\$6,678.53 - \$8,117.20 Monthly  
\$80,142.40 - \$97,406.40 Annually

**OPENING DATE:** 01/23/19

**CLOSING DATE:** 02/06/19 11:59 PM

**Department:** Environmental Management

**Location:** Placerville, California

### **DESCRIPTION:**

**El Dorado County is one of the most beautiful counties in the state of California. You can avoid the valley commute and fog and take in the natural beauty. Check out our video to learn more!**

### **[ELEVATE TO EL DORADO](#)**

**The County of El Dorado is recruiting applicants for Supervising Waste Specialist. This recruitment will establish a list for the purpose of filling current and future vacancies for up to three (3) months.**

**We currently have the following vacancies:**

- **One (1) full time vacancy in the Environmental Management Department located in Placerville, CA.**

**A training and experience evaluation may be utilized to determine an applicant's ranking for referral to specific vacancies. Based upon the information in the application and/or responses to supplemental questions, the applicant's education, training and experience will be evaluated using a pre-determined formula.**

### **DEFINITION**

Under direction, plans, organizes and directs the County's hazardous waste programs; solid waste and recycling programs, waste water treatment plant operations, provides supervisory direction to professional, technical and other support staff performing hazardous materials and solid waste and recycling programs and functions.

### **DISTINGUISHING CHARACTERISTICS**

This first line supervisory class is responsible for the oversight of staff and programs including household hazardous waste programs, waste water treatment operations, solid waste and recycling operations, the conducting of field inspections and investigations, and the enforcement of hazardous waste regulations.

### **EXAMPLES OF ESSENTIAL FUNCTIONS:**

- Plans, organizes, assigns, reviews, evaluates, and directs the work of assigned staff; provides technical and administrative supervision for employees.
- Participates in the selection of personnel and conducts orientation and in-service training programs.
- Assists in the development and implementation of program goals, objectives, policies, procedures and standards for the County's hazardous waste programs, solid waste management

and recycling program, and waste water programs.

- Assists in the implementation of the Certified Unified Program Agency (CUPA) including aboveground storage tanks, underground storage tanks, pollution prevention, waste minimization, contingency planning, business plans, hazardous waste generation, and the California Accident Release Program.
- Coordinates the Household/Small Business Hazardous Waste and Used Oil Collection Program within the County; schedules on-going maintenance activities; coordinates the operation of permanent household hazardous waste and certified used oil collection centers.
- Maintains current knowledge of technology and technical advancements in the field of hazardous waste, solid waste, recycling, or related fields.
- Develops, implements and provides instruction regarding updates to the Training Manuals and Standard Operating Procedures (SOP's).
- Participates in hazardous materials handling and safety training for County staff, fire department and franchise employees in accordance with OSHA requirements (29 CFR 1910.120); coordinates and maintains records of training needs for household and small business hazardous waste workers.
- Provides technical assistance and consultation to other departments, staff, solid waste franchise and used oil collection facilities, and the public in the areas of hazardous waste management and recycling support; analyzes potential risks and recommends mitigation measures.
- Analyzes changes in state and federal laws regarding hazardous waste, solid waste, and recycling applications; evaluates implications for County activities and recommends policy and procedure modifications.
- Directs complex special studies, surveys, inspections, investigations, and analytical studies; reviews findings and makes recommendations to appropriate County management.
- Evaluates and determines appropriate action in cases of persistent hazardous waste violations and prepares cases for prosecution.
- Assists in emergency response if there is a hazardous material incident; provides direction in hazardous waste collection, storage, packing and disposal; oversees the processing of hazardous waste manifests.
- Confers with County staff and interprets Cal-OSHA and Fed-OSHA regulations for hazardous material and industrial equipment, medical surveillance and respiratory protection.
- Directs work activities to achieve maximum public participation and economic efficiency of the household/small business hazardous waste, used oil collection system, and solid waste management and recycling; represents the County in meetings with professionals and regulatory agencies concerned with household or small business hazardous waste, used oil collection, and solid waste management and recycling.
- Completes and maintains permits for permanent household/small business hazardous waste facilities, temporary one-day events, material recovery facilities (MRF's) and certified/registered used oil collection centers; ensures assigned activities are performed in accordance with appropriate codes, regulations and policies; ensures required documentation is submitted and retained.
- Maintains accurate records and files; prepares technical reports, correspondence and a variety of written material.
- Assists in the development and administration of the hazardous waste, solid waste, recycling, and waste water program budgets.
- Directs the preparation, development and implementation of a variety of environmental grants; authorizes accounts receivable, accounts payable and related general accounting of grants; prepares or directs the preparation of grant progress reports.
- Represents the County in contacts and meetings with other agencies and organizations.
- Attendance and punctuality that is observant of scheduled hours on a regular basis.
- Performs other duties as assigned.

### **EDUCATION & EXPERIENCE REQUIREMENTS (TYPING "SEE RESUME" IN APPLICATION WILL NOT BE ACCEPTED):**

Where college degrees and/or college course credits are required, degrees and college units must be obtained from an accredited college or university. Courses from non-accredited institutions will not be evaluated for this requirement.

Possession of a Bachelor's degree from an accredited four year college or university in chemistry, engineering, environmental science, solid waste or a related field **AND** two years of experience in solid waste, environmental health or hazardous materials management. Some lead or supervisory experience is desirable.

**NOTE:** The above qualifications are a typically accepted way of obtaining the required knowledge and skills.

### **OTHER REQUIREMENTS:**

Must possess and keep current a valid driver's license. Must obtain a Class C HAZMAT endorsement within one year of employment, and maintain current endorsement as a condition of employment. May be required to obtain a commercial license. Must be available for on-call work. Must be able to attend night and evening meetings and work flexible work hours. Must pass a biennial Hazardous Materials medical surveillance physical in accordance with US Code and Regulations and CA Labor Code and Regulations (29CFR Part 1910.120 and 8 CCR).

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.edcgov.us>

Position #1901-4619  
SUPERVISING WASTE SPECIALIST  
EH

330 Fair Lane  
Placerville, CA 95667  
530-621-5565

[edcjobs4u@edcgov.us](mailto:edcjobs4u@edcgov.us)

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### **Supervising Waste Specialist Supplemental Questionnaire**

- \* 1. Supplemental questions play an integral role in this recruitment process. Please take the time to provide thoughtful and thorough responses. The information you provide may be used to determine your ranking for referral to specific vacancies. All work experience that is described or included in your response(s) MUST be included in the "Work Experience" section of your application. Do not refer to a resume or other documentation.
    - I acknowledge receipt of this information
  - \* 2. Do you possess a Bachelor's degree from an accredited four year college or university in chemistry, engineering, environmental science, solid waste or a related field?
    - Yes    No
  - \* 3. Describe your experience in solid waste, environmental health or hazardous materials management. Include in your response the name(s) of the employers where you gained this experience and the number of years performing these duties. If you do not have experience in this area, please type N/A.
- \* Required Question