



CITY OF LONG BEACH CLASSIFICATION SPECIFICATION

TITLE: REFUSE SUPERVISOR

DEFINITION: Under general supervision, supervises and coordinates refuse collection and disposal activities in an assigned area and investigates public complaints.

EXAMPLES OF DUTIES:

- Plans, lays out, assigns and supervises crews engaged in collecting and disposing of garbage and rubbish;
- Studies and develops the most effective and economical methods for refuse collection and disposal and establishes and modifies collection routes;
- Investigates and remedies public complaints regarding refuse service and explains Municipal Code regulations pertaining to refuse collection and disposal;
- Ensures that equipment is operated in the proper manner and kept in good operating condition;
- Instructs employees in the proper work procedures and methods and sets work standards;
- Instructs assigned personnel in safe work practices and ensures compliance with California Industrial Safety Orders;
- Selects and evaluates subordinates;
- Keeps records and prepares routine reports;
- Performs other related duties as required.

MINIMUM REQUIREMENTS:

Open to employees of the Refuse Division of the Public Service Department who have two or more years service as Fieldman, Equipment Operator, Light Equipment Operator, Motor Sweeper Operator, Refuse Truck Driver or Clerk.

A satisfactory annual efficiency rating.

A valid California motor vehicle operator license.

DESIRABLE QUALIFICATIONS:

A good knowledge of methods, procedures and practices employed in the collection and disposal of water materials; ability to formulate and put into operations plans and programs; a working knowledge and modification of refuse collection routes, with particular reference to the geography and topography of the City; a working knowledge of the laws and ordinances governing the collection and the disposal of garbage and rubbish; a general knowledge of the Civil Service Commission Rules; some knowledge of maintenance and repair requirements of trucks; the ability to prepare reports; make decisions on suggestions and complaints of employees, receive and investigate complaints from the public and make necessary adjustments.

HISTORY:

Approval/Adoption Dates: 09/01/74