

County of Santa Cruz

INVITES YOU TO APPLY FOR:



Disposal Site Operations Lead

Supplemental Questionnaire Required

Open and Promotional
Job # 26-MW3-01

Salary: \$7,186 – 9,089 / Month

Closing Date: Friday, March 13, 2026

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion. Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

The ideal candidate is a dependable, service-oriented professional with strong leadership skills and experience in solid waste or recycling operations. They lead by example, prioritizing safety, efficiency, and excellent customer service while ensuring site policies and procedures are consistently followed.

This candidate has experience directing daily operations, supporting and training staff in equipment use and safety practices, and stepping into a supervisory role as needed. They effectively address operational and personnel issues, assist with scheduling and performance evaluation, and foster a positive, team-focused work environment.

THE JOB: Under direction, serve as a lead worker for employees engaged in general maintenance, recycling operations, material transport, scale house functions at the County's Disposal Sites; assign work to operational staff; determine work methods to be used; observe and direct the work; solve problems that occur; operate heavy equipment; assist with loading transfer trucks and support the Public Works Supervisors in site operations as-needed basis; and perform other duties as required. Disposal Site



Operations Leads are to work at both the Buena Vista Landfill and the Ben Lomond Transfer Station. Both facilities are open and staffed six days a week (closed Sundays), including most holidays. **The list established from this recruitment will be used to fill current and future vacancies during the life of the eligible list.**

THE REQUIREMENTS: Any combination of education and experience, which would provide the required knowledge and abilities, is qualifying, unless otherwise specified. A typical way to obtain the knowledge and abilities would be:

Two years of experience in recycling or solid waste operations, including diversion sorting, equipment operation, and adherence to safety procedures. One year of grounds maintenance experience may be substituted for one year of the required solid waste or recycling experience.

SPECIAL REQUIREMENTS, CONDITIONS:

License: Possession of a valid California class A driver license. Possess and maintain a valid Cal OSHA forklift certification within three months of hire.

Other Special Requirements: Alcohol and drug tests will be administered to all candidates prior to final selection for positions requiring class A or B driver licenses upon entry and to employees in positions requiring these licenses as mandated by Department of Transportation federal regulations. In addition, all candidates must provide specific employment history for up to the past ten years for all jobs they have held which required operation of a commercial motor vehicle. Availability to work irregular hours, including working weekends and holidays.

Knowledge: Thorough knowledge of safety procedures and practices related to Recycling and Solid Waste Operations; basic operations and services of the Recycling and Solid Waste services program; tools, equipment, vehicles, and materials utilized in solid waste operations. Working knowledge of laws, ordinances and regulations governing solid waste disposal. Some knowledge of the principles and practices of supervision and training; the capabilities, operation and maintenance of light and heavy equipment; methods, equipment and materials used in the program assignment; occupational hazards and safety standards and practices of the program assignment.

Ability to: Assist the supervisor in recycling and diversion oversight, preparing staff work schedules, and in evaluating their work performance; drive and operate vehicles, such as automobiles, utility and pick-up trucks, construction equipment and material handling equipment; train subordinates in proper work procedures and safety practices; solve a variety of technical and personnel problems; assist the supervisor in the operation of a disposal site on an as-needed basis; act as site supervisor as needed in the absence of the supervisor; develop and maintain effective working relationships with others; understand,

explain and apply applicable laws, rules and regulations; walk over rough terrain; lift items weighing up to 75 pounds; perform heavy physical labor for extended periods of time and under all types of outdoor weather conditions.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated in the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months, and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Human Resources Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Human Resources Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.



Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

DISPOSAL SITE OPERATIONS LEAD– SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experience referred to in your response must also be included in the Employment History section of the application.

NOTE: Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.

1. Describe your training and experience that demonstrates a working knowledge of the operations listed below. Include the name(s) of the employer(s), the amount of experience (months or years), and descriptions of the projects or assignments:

- landfill
- transfer station
- recycling and diversion facilities

2. Describe your experience planning, assigning, scheduling, leading, and evaluating the work of others.

3. Describe your experience operating each of the kinds of equipment listed. Include the name(s) of the employer(s) for whom you operated the equipment, the amount of experience (months or years), and descriptions of the projects or assignments performed with each equipment type:

- Material Handlers
- Forklifts
- Excavators
- Balers
- Loaders
- Commercial vehicles
- Large Earth-Moving Equipment

4. In the past ten (10) years, have you had any jobs that required you to operate a commercial motor vehicle and possess a Class A or Class B Commercial Driver License? If you answered YES, complete the work history described in Question 5.

Yes

No

5. Department of Transportation, federal regulations require that the County of Santa Cruz obtain specific employment history from you for all jobs you have had in the last ten (10) years that require you to operate a commercial motor vehicle, you must provide all the information listed below.

- Name and address of former employers
- Dates of employment (from and to)
- Number of hours worked per week
- Type of vehicle driven/ equipment used
- Reason for leaving

EMPLOYEE BENEFITS:

ANNUAL LEAVE - 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

HOLIDAYS - 14 paid holidays per year.

BEREAVEMENT LEAVE - 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN - County pays for employee and eligible dependent coverage.

VISION PLAN - County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013 (PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE - County paid \$20,000 term policy. Employee may purchase additional life insurance.

DISABILITY INSURANCE - Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

DEPENDENT-CARE PLAN - Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

H-CARE PLAN - Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) - Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION - A deferred compensation plan is available to employees.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.

County of Santa Cruz

www.santacruzcountyjobs.com

LIVE Here

WORK Here

PLAY Here