



## EMPLOYMENT OPPORTUNITY

# DEPUTY PUBLIC WORKS DIRECTOR FOR SOLID WASTE

### SALARY AND BENEFITS

\*\$27.85-\$33.60 hourly, plus benefits package.

(\*Preferred but not required, incumbents possessing a valid Registered Civil Engineer License with the State of California will have a salary adjustment of 10%.)

### FILING DEADLINE

5:00 p.m., November 15, 2019

### DUTIES AND RESPONSIBILITIES

The Deputy Public Works Director for Solid Waste, under general direction from the Public Works Director, plans, organizes, directs, administers and coordinates the activities and programs in support of solid waste disposal and diversion of solid waste from disposal facilities. The major duties of this job include:

- Provides highly complex staff assistance to the Public Works Director and to the Lassen Regional Solid Waste Management Authority Board of Directors; may be authorized by the Authority's Board of Directors to act on behalf of the Authority: to represent the Authority, to implement the Authority's policies, inasmuch as such authorization(s) are compatible with Lassen County's policy and procedures.
- Develops and maintains a cooperative and effective working relationship with the Authority.
- Manage, direct and organize a wide variety of daily operational responsibilities at office locations, landfills and transfer stations in compliance with regulatory and permit requirements. Including but not limited to: CalRecycle, Regional Water Quality Control Board, Air Resources Board, State Department of Tax and Fee Administration, Waste Discharge Requirement Orders and Solid Waste Facility Permits.
- Assist in preparing the Solid Waste and Authority budgets; assist in budget implementation; participate in the forecast of funds needed for staffing, equipment, materials and supplies; administer the approved budget. Apply for and implement grant programs.
- Administer various professional services agreements, franchise agreements, and capital project construction contracts.
- As appropriate, brief the Board of Supervisors, advise the County Administrative Officer and/or appointive boards and commissions on projects and long range planning objectives.
- Other duties may be assigned.
- Supervises and administers the operations, activities, facilities, contract administration, compliance

### MINIMUM QUALIFICATIONS

#### Education and Experience

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

**Education:**

Range 26: Equivalent to a Bachelor's degree from an accredited college or university with course work in civil engineering or scientific/technical field preferred.

Range 26 + 10%: In addition to the training required for Range 26, possession of a valid Registered Civil Engineer license with the State of California.

**Experience:**

Four years of increasingly responsible experience in directing public works activities or directly related technical experience. One year of supervisory experience in a public works organization preferred.

**Licenses and Certifications**

Possession of, or ability to obtain, a valid California driver's license.


**SELECTION PROCESS**

Application materials will be reviewed and the best-qualified applicants will be invited to Susanville to participate in interviews.

**HOW TO APPLY**

An application may be obtained from the Personnel Office listed below or by visiting Lassen County Personnel at our website at <http://lassencounty.org>. It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Department  
221 South Roop Street  
Susanville, California 96130

 (530) 251 -8320 

Opened October 23, 2019

**☞ GENERAL INFORMATION ☞**

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted post-conditional offer of employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

Lassen County requires pre-employment drug screening for safety sensitive positions.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.