

County of Santa Cruz

INVITES YOU TO APPLY FOR:



DISPOSAL SITE MAINTENANCE WORKER

Supplemental Questionnaire Required

Open and Promotional
Job # 23-MW6-02

Salary: \$5,618 – 7,093 / Month

Closing Date: Friday, December 15, 2023

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 JOB: Under general supervision, perform building and ground maintenance; monitor and adjust landfill gas equipment; operate and maintain heavy equipment; compute and collect fees from refuse haulers; measure, inspect and weigh refuse to determine refuse quantity and type; assist customers in the recycling and diversion areas sorting and identifying recyclable items; and perform other various duties as required.

The list established will be used to fill the current vacancy and it may also be used to fill other vacancies during the life of the eligible list.

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

One year of experience which has included maintenance of buildings or grounds.

Special Requirements, Conditions:

License Requirements: Upon hire, possession of a valid California class C driver license; Possession of a valid class B driver license, with Tank Endorsement within six 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.

Incumbents are required to work weekends and holidays. Physically and mentally capable of performing the essential functions as summarized in the typical tasks section of this job description.

Special Working Conditions: Exposure to variable temperatures and weather conditions; confined spaces; heights, such as on fences and equipment; high levels of noise; strong, unpleasant odors; infections which might cause chronic disease or death; dust and silica dust; allergenics, such as stinging insects and poison oak; vibration, such as when operating heavy equipment; and the possibility of experiencing burns, bodily injury, exposure to non-ionizing radiation, and contact with toxic substances or chemical irritants.

Knowledge: Working knowledge of the use of building repair and ground maintenance hand tools and related equipment. Some knowledge of basic recordkeeping or cashiering and basic arithmetic; the routine maintenance and operation of trucks and other light equipment; and vehicle and heavy equipment safety practices.

Ability to: Perform heavy physical labor which involves frequent bending, pulling, pushing, lifting and carrying, such as lifting sacks of mulch, stacking hay bales, loading equipment tires into semi-trailers, shoveling, placing items on sorting lines, and pulling self onto equipment; perform minor building repair and maintenance, such as painting, cleaning rain gutters and replacing doors; operate a cash register or other computing equipment; make simple arithmetic calculations; accurately and consistently identify refuse loads and calculate fees; establish and maintain cooperative working relationships with others; learn to operate heavy equipment used at landfill sites; learn to maintain and regulate pumps; lift items weighing up to 75 pounds; walk for up to eight hours while performing tasks such as picking up litter; hear and distinguish various sounds, such as voices of co-workers in noisy environments and the sound of operating equipment; distinguish colors, such as color-coded medical waste bags; follow oral and written instructions; organize assigned tasks and work independently; and act in a courteous and diplomatic manner with members of the public.

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 on 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 Personnel 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 Personnel 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 MAINTENANCE WORKER – 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 experiences 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. If you do not have experience in an area, you may answer 'None' or 'Not applicable'.

1. Describe in detail your on-the-job work experience performing the maintenance of buildings and/or grounds.
2. Describe your experience providing customer service in a fast-paced environment.
3. Describe in detail your on-the-job work experience doing repetitive heavy physical labor such as cleaning ditches, lifting heavy items, carrying heavy items over uneven ground, and if you have experience sorting recyclables in a work environment.
4. Describe in detail your on-the-job work experience operating commercial vehicles such as 10-wheel dump trucks, roll off trucks, 3 axle water trucks, etc.
5. 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 6.

NO

YES

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