

SANITATION SUPERVISOR

Department of Public Works – Operations Division
Environmental Services – Sanitation Section

THE PURPOSE of the position is to supervise crews for refuse collection, recycling collection, street cleaning, snow plowing, ice control, and other related service delivery activities.

ESSENTIAL FUNCTIONS include:

- ❖ Supervise, instruct and coordinate refuse and recycling crews and other staff to assure that collection schedules are maintained.
- ❖ Respond in person or by phone to service inquiries from citizens and public officials.
- ❖ Educate residents on provisions of City ordinances that govern Environmental Services operations.
- ❖ Determine collection service for multi-unit buildings.
- ❖ Supervise personnel and equipment assigned to street cleaning, ice control, snow removal, and other miscellaneous activities as required.
- ❖ Update and maintain various electronic databases for collection, code enforcement and other sanitation related services.
- ❖ Prepare reports, forms and correspondence as needed.
- ❖ Perform other related duties as assigned.

MINIMUM REQUIREMENTS:

1. A minimum of **two (2)** years of field experience in municipal public works activities similar to the above essential functions **or** in private solid waste/recycling activities. Supervisory and/or leadership experience is desirable.
2. Valid State of Wisconsin Driver's license at time of appointment and throughout employment.
3. Residency in the City of Milwaukee within six months of appointment and throughout employment.
4. Bachelor's degree from an accredited college or university is desirable.

KNOWLEDGE, SKILL AND ABILITY REQUIREMENTS:

- ❖ Knowledge of municipal public works operations in refuse collection, recycling systems, street cleaning, snow plowing and ice control.
- ❖ Knowledge of and the ability to apply effective supervisory principles.
- ❖ Ability to prepare accurate and effective written and oral communications.
- ❖ Ability to use good judgment and make sound decisions.
- ❖ Ability to communicate with a variety of individuals, including the public, subordinates, other managers, and public officials in a professional manner.
- ❖ Ability to establish and maintain effective working relationships in dealing with diverse groups of people.
- ❖ Working knowledge of computer applications.
- ❖ Ability to work long and irregular hours during emergencies.

THE CURRENT SALARY RANGE (04) is: \$ 44,194 to \$ 61,871 with excellent benefits.
Recruitment is at the beginning of the pay range.