**VACANT POSITION**

# Sanitation Supervisor
# Sanitation Department

**Job Purpose:** To provide day-to-day operational direction and supervision for sanitation work crews and equipment that are responsible for solid waste & recycling collection.

- Supervises, plans, and coordinates the day-to-day operations of assigned crews and sanitation equipment engaged in refuse disposal, collection, and transportation of solid waste activities.
- Ensures that all solid waste, solid waste recycling and recyclables on assigned routes are collected safely and efficiently, without injury to employees or damage to property.
- Oversees the maintenance of all sanitation vehicles and equipment.
- Responds to complaints and comments from residents and business owners**.**
- Arranges for yard debris and curbside pickups.
- Assists in conducting monthly safety meetings; investigates accidents, writes reports and create/close service requests.
- Oversees training, development, and certification of employees on department assigned heavy equipment.
- Ensures City policies and safety procedures are followed.
- Performs exceptional service to internal and external customers.

**Required Knowledge, Skills, and Abilities**: Must possess a CDL Class A driver's license or the ability to obtain within six months of hire. Ability to communicate effectively both orally and in writing. Knowledge or sanitation vehicles, collection equipment, and proper operating procedures. Ability to respond professionally and effectively to citizen complaints and/or service concerns. Must have the ability to establish and maintain effective working relationships with employees, management, and the public

**Minimum Qualifications**: Associate's degree in Business or a related field with experience in sanitation and/or environmental issues; or any equivalent combination of education and experience that provides the required knowledge, skills, and abilities. Must possess a valid South Carolina driver's license.

Deadline to Apply: ***Open until filled***
**Apply online at www.sumtersc.gov or**
**mail resume with cover letter along with application to:**
City of Sumter Human Resources
21 N. Main Street
Sumter, SC 29150

The City of Sumter is an Equal Opportunity Employer and participates in **E-Verify. E-Verify** allows participating employers to verify the employment eligibility of their newly hired employees and the validity of their Social Security Numbers. **E-Verify** is operated by the Department of Homeland Security in partnership with the Social Security Administration. This Notice is not intended to be an all-inclusive list of duties, knowledge, skills and abilities required to do the job. This is intended only to describe the general nature of the job. A more comprehensive list of duties, responsibilities and essential job functions is available in the job description.