



THE COUNTY OF STANISLAUS

DEPARTMENT OF ENVIRONMENTAL RESOURCES



Stanislaus County
now offers an employee
bonus worth up to
\$10,000 or 21
additional days of
leave time!*

**See inside for details*

LANDFILL MANAGER III

\$84,177-\$126,276 Annually

Please apply by July 22, 2024

ABOUT THE DEPARTMENT

The Department of Environmental Resources (DER) has a total of eight (8) service areas which include Administration, Environmental Health, Code Enforcement, Solid Waste, Hazardous Materials, Landfill, Groundwater Management and Milk and Dairy. The Department has 91 full-time employees, with a Fiscal Year Adopted 2024 total budget of \$42.3 million.



*Interested in learning more about the **DEPARTMENT OF ENVIRONMENTAL RESOURCES?***

Scan the QR code or visit www.stancounty.com/er

THE POSITION

Under administrative oversight by the Assistant Director of the Department of Environmental Resources, the Manager III will plan, organize and direct the activities of the Landfill Division in the Environmental Resources Department. As a management employee, the individual selected shall be exempt from all overtime compensation. Certain additional fringe benefits are provided to management employees in recognition of the fact the additional hours worked by management beyond the 40- hour workweek are not compensated.

TYPICAL TASKS

- Provide leadership in developing and obtaining a commitment in accomplishing the goals and objectives which support the mission of the Department;
- Work effectively, diplomatically, and successfully with various County departments, governmental agencies, citizens groups and the public;
- Prepare budgets and recommended fees, while looking for opportunities to increase revenue and decrease expenditures;
- Develop and manage plans and resources to accomplish the goals and objectives of the division; Perform, complete and oversee a wide range of complex assignments and projects relating to Landfill issues;
- Analyze and interpret laws and regulations, and influence reforms in public policy and program operations; Ensure compliance with state, federal, and local environmental policies, regulations and directives;
- Analyze and evaluate program operations and work in collaboration with other employees, professionals and the general public to eliminate duplication and design effective environmental management systems;
- Provide technical and administrative policy guidance and direction to Division personnel;
- Represent the Department at meetings and conferences with representatives of state and federal agencies, local public and private agencies, community groups/individuals and the media regarding policy and operations matters as directed by the Assistant Director;
- Plan, organize, direct and coordinate, through subordinate staff, the administration of a Division of the Department;
- Manage personnel issues, including supervision, recruitment, disciplinary actions and evaluations;
- Analyze and develop necessary policies and procedures relating to the activities of a diversified staff;
- Meet regularly with Division staff to provide direction and ensure goals and objectives are being met;
- Develop outcome measures for the programs and personnel within the Division;
- Develop partnerships and innovative integrated approaches to service delivery;
- Participate in the development of the strategic plan, goals, objectives, policies, and procedures and to formulate specific plans for their implementation;
- Prepares records, reports, requests for bids/proposals, staff reports for the Board of Supervisors, presentations and correspondence;
- Review and update agreements and contracts, including the oversight of contracted consultants and their work;
- Serve as project manager for onsite construction projects; and
- Ensure sites remain in regulatory and environmental compliance by reviewing and preparing well-written reports and submitting the necessary documents by their deadlines to the appropriate regulatory agencies.

MINIMUM QUALIFICATIONS

KNOWLEDGE

- Federal, State and local laws governing Environmental Resources/Solid Waste/Landfill Operations;
- Principles of administration, supervision and personnel management;
- Methods of effective public relations;
- Principles, methods and techniques of effective employee development, training and motivation; and
- Budget documents and Division budget preparation and monitoring.

SKILLS/ABILITIES

- Establish and maintain cooperative working relationships with groups and organizations, employees and officials;
- Work with county, State, Federal and local government officials in the establishment of coordinated and effective programs and services;
- Delegate responsibility and authority effectively;
- Provide excellent internal and external customer service by working cohesively with others;
- Provide a results-driven outlook by taking the initiative to accept new challenges and opportunities with passion, timeliness, and enthusiasm;
- Strong verbal and written skills;
- Effectively handle all aspects of personnel related matters; and
- Multi-cultural skills, knowledge and experience.





EDUCATION & EXPERIENCE

- Possess a bachelor's degree with major coursework in Business or Public Administration, Engineering, Environmental Sciences, or a closely related field;
AND
- Possess three (3) years of management level experience with at least one (1) year of public sector management or Business Administration Management, Engineering, Environmental Sciences, Solid Waste Management, or closely related field.

Progressively responsible experience in a related area may be substituted for the required education on a year-for-year basis.

DESIRABLE QUALIFICATIONS

In addition to the minimum qualifications, applicant screening will focus on the following desirable qualifications. Please list any of these qualifications you may have within the "duties" section of the online application.

- Project management certification and/or experience;
OR
- Heavy equipment certification and/or operation experience;
OR
- Qualified Pesticide Applicator licensing from the California Department of Pesticide Regulation;
OR
- Certification as a Manager of Landfill Operations from the Solid Waste Association of North America.

Proof of Education or other required attachments must be scanned and attached to the online application or faxed to (209) 525-6773 or call 209-525-6770 to make other arrangements.



**STANISLAUS
COUNTY HUMAN
RELATIONS**

Take Your Place.



JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000** or 21 additional days of leave time!*

*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE EMPLOYEES TO RECEIVE A BONUS WORTH \$5,000-\$10,000 OVER THREE ANNUAL INSTALLMENTS

YOU CHOOSE: One month's worth of

Scan the QR code with a camera app to watch the Employee Choice Bonus Plan video!



Cash Payout

Redo that kitchen or paydown debt.

It's all yours.



Leave Time

Take a little extra time off and enjoy yourself.

You've earned it.



Deferred Compensation

Reduce some taxable income and receive it later.

Why not?



**STANISLAUS
COUNTY HUMAN
RELATIONS**

Take Your Place.



clubwellness
myclubwellness.org

Employee Choice Bonus Plan

UNDERSTANDING THE DETAILS



JOIN OUR TEAM BY JUNE 30TH, 2025 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow eligible employees, current active full-time employees or those hired full-time on or before June 30, 2025, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



Option 1 **BONUS CASH PAYMENT**

(Default if employee declines to make a choice)

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



Option 2 **BONUS LEAVE TIME**

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



Option 3 **BONUS DEFERRED COMPENSATION CONTRIBUTION**

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

Eligibility for Employee Choice Bonus Plan



- Must be an active full-time employee on each vesting date and during the pay period of the payment date to receive each payment.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2025, are eligible to receive future payments in accordance with their new hire date.



COMPENSATION & BENEFITS

Approximate Annual Base Salary:
\$84,177-\$126,276 Annually

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County Managers including:

- Excellent retirement benefits (2% at approximately age 62 formula)
- Medical, dental, vision, and basic term life insurance plans
- County paid Deferred Compensation at 1.5% of base salary
- 2 weeks annual vacation upon entering County service
- 32 additional vacation hours annually
- 56 hours administrative/management leave per year (does not carry over)
- 96 hours of sick leave annually
- 12 paid holidays annually
- \$900 annual Professional Development reimbursement
- Car allowance upon Department Head approval
- Moving allowance recruited from out-of-County
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

Details available upon request

RECRUITMENT INCENTIVES:

Employee Choice Bonus Plan:

Stanislaus County now offers an employee bonus worth up to \$10,000 or 21 additional days of leave time! Visit stanjobs.org for details.

Career Ladders:

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization—from Accounting to Public Safety to IT.

Learning Institute:

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.



CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Unclassified Service of the County and is considered "at-will" and is designated Management for labor relations purposes.

The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

APPLICATION PROCEDURES/FINAL FILING DATE: APPLY BY JULY 22, 2024

Oral Examinations are tentatively scheduled for the week of August 5, 2024

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Resumes will not be accepted in lieu of a completed application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/ Human Resources.