

DESCRIPTION OF WORK

Under general direction of the Landfill Superintendent, supervises and performs technical work in the activities in refuse disposal in a landfill, in recycling and in enforcing sanitation ordinances and regulations pertaining to the landfill operations.

DUTIES-EXAMPLES OF WORK**ESSENTIAL DUTIES:**

Plans, organizes and directs a medium crew in the disposal of refuse in the operation of the sanitary landfill; stakes out pits; follows Department of Environmental Quality directives and standards in the layout and construction of cells for sanitary landfills; polices premises for loose debris; assigns personnel to duties; assists operators in preparing the heavy equipment for the day's work; observes operation of the refuse baler for malfunction, troubleshoots for problems and repairs baler when necessary; oversees operation of a new composting operation and of recycling; trains new and older equipment operators; writes up mechanic's work orders; performs some repairs on equipment; replaces cutting edges and other routine parts; checks out heavy equipment and assures proper maintenance and repair; monitors water table and takes readings of monitor wells; orders fuel; operates heavy equipment in landfill operation; recommends kind and amount of equipment needed, personnel and budgetary needs; prepares and maintains records and reports; analyzes and interprets cost reports, work records and operating procedures and institutes changes indicated and approved; assists in coordinating work and assignments with other agencies and departments; responds to inquiries and complaints.

OTHER DUTIES: Performs some routine welding; attends training and other conferences to stay current in landfill techniques; occasionally turns composting piles; performs related duties.

QUALIFICATIONS

Thorough knowledge of heavy equipment and its operation, materials, policies, practices and regulations relative to refuse and hazardous waste disposal.

Knowledge of the hazards of landfill and heavy equipment operations and of hazardous materials and appropriate safety practices.

Working knowledge of budget preparation, cost analysis and personnel practices.

Ability to operate the landfill in accordance with regulations.

Ability to organize, coordinate and supervise the work of others.

Ability to carry out functions in a timely manner.

Ability to work in foul weather conditions.

Ability to establish and maintain effective working relationships and to effectively communicate with customers, employees, officials, other agencies and the public.

PHYSICAL AND SENSORY REQUIREMENTS

Ability to perform heavy physical work, to lift 100 pounds, and to lift and carry up to 100 pounds;

Ability to stand, walk, run, sit, ride, climb, bend, kneel, crawl, twist, reach, grasp, push, pull and perform similar body movements;

Possesses hand/eye/foot coordination adequate to operate heavy equipment, a computer and a vehicle;

PHYSICAL AND SENSORY REQUIREMENTS (cont.)

Ability to talk and hear in person, by telephone and two-way radio; ability to hear malfunctions of equipment;

Ability to see and read instructions, manuals, and figures on a computer screen.

EXPERIENCE AND TRAINING

Any combination of experience and training equivalent to graduation from high school and four years of experience in heavy equipment operations and refuse disposal or related sanitation programs.

SPECIAL REQUIREMENTS: Possession of a Class B CDL; successful completion of State exam for landfill operators and managers.