

Civil Division: Oneida-Herkimer Solid Waste Management Authority
Jurisdictional Class: Competitive
EEO Category: Technicians
Revised: 05/03/11

SUPERVISING LANDFILL OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for onsite supervision of the operation of a landfill program to assure adherence to regulations for disposal of solid waste in accordance with guidelines established by the New York State Department of Environmental Conservation and related local ordinances. Additionally, an employee in this class may be required to operate a variety of motor equipment and perform routine maintenance on such equipment at the landfill site. The work is performed under a Facility Manager or Assistant Facility Manager with leeway allowed for exercise of independent judgment in carrying out details of the work. Supervision is exercised over the work of Landfill Operators and other workers at the landfill. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Supervises the overall operation of the sanitary landfill program in the disposition and disposal of a variety of solid waste in accordance with guidelines established by the New York State Department of Environmental Conservation and local codes, rules and regulations;

Plans for and develops areas of the landfill in advance and establishes logical sequence to provide continuous access prior to achieving final grading;

Assigns work to landfill operators and other workers at the landfill site and supervises and participates in the activities of unloading, preparation of burial pits, grading, compacting, and covering of solid waste;

Assists with the development of department budget;

Operates light, medium, and heavy equipment assigned to the landfill;

Insures that the landfill or surrounding area is adequately policed to prevent excessive blowing of papers;

Oversees the minor maintenance and repair of heavy equipment assigned to the landfill;

Works with exterminator contractor in establishing rodent protection measures and periodically inspects to determine their effectiveness;

Plans under the direction of the Director of Operations for the required long-term stages of development for initial and final grading for coverage of solid waste;

May work at non-landfill related activities as the occasion or need demands;

Prepares a variety of records and reports relative to the landfill.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles, practices, methods, and equipment employed in a sanitary landfill operation; good knowledge of equipment, tools, materials, terminology, and safety precautions used in sanitary landfill operation; ability to plan and supervise the work of others engaged in a landfill operation; ability to be courteous and secure the cooperation of the general public and others using the landfill; ability to solve operating problems as they occur; ability to keep records and make reports; ability to operate light, medium and heavy equipment; willingness to work outdoors under adverse weather conditions; physical condition commensurate with the demands of the position.

continued...

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State registered two-year college with an Associate Degree in Engineering or Construction Technology and two (2) years of experience at a sanitary landfill, in general refuse disposal work or public works construction involving operation of light, medium, and heavy equipment, one year of which shall have been in a supervisory capacity; **OR**
- (B) Four (4) years of experience at a sanitary landfill, in general refuse disposal work or public works construction involving operation of light, medium, and heavy equipment, one year of which shall have been in a supervisory capacity.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

- I. Eligibility for a Sanitary Landfill Operator's Certificate issued by the New York State Department of Environmental Conservation at time of application.*
- II. Possession of an appropriate level New York State driver's license at time of appointment. This license must be maintained throughout appointment.

***NOTE:** Section 360.7 (b) of the Codes, Rules, and Regulations, Department of Environmental Conservation, require employees in responsible charge of sanitary landfill to attend and successfully complete a course of instruction in solid waste management procedures relevant to the facility where they will be employed. Appointees have 12 months from the date of employment to attend and successfully complete the course.

Adopted: 09/08/86
Revised: 10/02/90, 10/02/06, 05/03/11