

## **SANITARY LANDFILL SUPERVISOR**

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this position is responsible for ensuring that the daily operations at the Broome County landfill are performed in a safe and efficient manner, as well as according to approved methods and applicable laws. The work is performed under the general supervision of the Deputy commissioner of Public Works - Solid Waste with a wide leeway allowed for the use of independent judgement in overseeing the daily operations of the landfill. More specific instructions are received for special projects regarding work to be performed, methods to be used and the work may be reviewed while in progress and upon completion. Supervision is exercised over landfill operations staff. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Supervises the operation and maintenance of the Broome County Landfill;  
Ensures that the landfill functions are in compliance with the rules and regulations of the New York State Department of Environmental Conservation and Broome County;  
Plans and schedules the utilization of workers, materials and equipment;  
Observes work in progress as well as upon completion to insure adherence to instructions, guidelines and schedules;  
Supervises the repair and maintenance of all landfill equipment;  
Supervises the preparation of and maintains records of work performed and materials and labor used;  
Assists in developing cost analyses for the operations, projecting expenditures and budget preparation;  
Operates heavy equipment as needed;  
Ensures that safety precautions for both employees and the public are exercised and adhered to;  
Prepares and submits reports as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of modern solid waste disposal principles and techniques;  
Thorough knowledge of the operation of various heavy motor equipment such as landfill compactors, front-end loaders, bulldozers, graders, tractor trailers, excavators, tub grinders, shredders and compost turners;  
Working knowledge of billing and recording procedures;  
Ability to read and understand blueprints and plans related to construction of facilities required for landfill operation;  
Ability to plan, organize, supervise and evaluate the work of subordinate staff;  
Ability to compile and prepare activity reports;  
Willingness to be exposed to unpleasant sights and/or odors;

Initiative;  
Dependability;  
Good judgement;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma and five (5) years experience in solid waste management or construction including the operation of heavy equipment in excavation and grading work.

SPECIAL REQUIREMENTS:

- 1) Completion of a course of instruction in solid waste management procedures within 1 year of appointment as required by State regulation 6NYCRR, Part 360.
- 2) Possession of the appropriate level Commercial Driver's License (CDL) at the time of appointment.

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COMPETITIVE