

SOLID WASTE MANAGER

DEFINITION

Under direction, manages the development, implementation and maintenance of solid waste landfill sites; performs a variety solid waste related engineering functions; performs related work as required.

EXAMPLES OF DUTIES

Works with engineering firms to locate sites and develop engineering plans for future county-wide solid waste disposal facilities; prepares and presents information and reports to the state Department of Natural Resources and to the public; manages all aspects of the landfill, including construction, operation, equipment purchases, personnel, billing and preparation of engineering reports; supervises groundwater monitoring studies and reviews data including coordination of consultant selection; determination of scope and terms of contract and coordinates activities with consultant; works with engineering firms and contractors on the design, construction, operation and maintenance of methane gas recovery and utilization systems including review of gas monitoring program results and makes recommendations as needed; develops policies on disposal requirement and testing of such substances as asbestos, petroleum contaminated soils and infectious wastes and coordinates collection and disposal of household hazardous wastes; supervises personnel including responsibility for effectively recommending or directly making hiring decisions, probationary decisions, performance evaluations, disciplinary actions, adjustment of grievances, layoffs, supervisory direction including counsel and training; prepares informational materials for presentations at public hearings, such as landfill negotiations, County Board meetings and general public hearings; conducts tours of landfill and compost sites to provide the public with information regarding the disposal and recycling of solid waste.

EMPLOYMENT STANDARDS

Education and Experience: Any combination of training and experience equivalent to a bachelor's degree in civil engineering or related field and three years professional engineering experience in solid waste disposal including sanitary landfill siting and maintenance.

Knowledges and Abilities: Thorough knowledge of professional engineering principles, practices and methods related to solid waste management, recycling and disposal; thorough knowledge of proper safety standards and precautions pertaining to solid waste handling and equipment operation; considerable knowledge of legal requirements and standards related to landfill locations and operations, hazardous waste disposal and recycling; considerable knowledge of maps, deeds, plats and plans, and surveying techniques; knowledge of effective supervisory methods and practices; ability to plan, organize, coordinate, assign and evaluate the work of subordinate employees; ability to prepare a variety of informational materials related to landfill locations and operations; ability to maintain a variety of technical records and adapt records systems for computerization; ability to make accurate engineering computations and drawings; ability to communicate effectively, both orally and in writing to prepare reports of a complex technical nature; ability to establish and maintain effective working relationships with other employees, engineers and architects and the general public.