

## ASSISTANT SUPERINTENDENT - LANDFILLS

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent performs operational and supervisory work at the County's sanitary landfills to ensure their operation and maintenance in conformance with NYSDEC regulations and EPA pollution control standards. The incumbent supervises and participates in a variety of maintenance and repair on the landfills and equipment. The incumbent supervises a number of maintenance workers and equipment operators and lays out the daily work assignments. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Supervises and participates in the daily operation, site maintenance, leachate removal, equipment operation and maintenance to ensure conformance with NYSDEC standards and sound environmental principles;

Participates in planning, supervision and inspection of landfill activities to ensure that location and sequencing of landfill lifts and slopes are in conformance with engineering plans;

Inspects facilities regularly to ensure compliance with NYSDEC landfill regulations and EPA pollution control standards;

Participates scheduling preventive maintenance and repair of all motorized landfill equipment and assures its completion in accordance with recommended maintenance schedules;

Assists in securing information for budget formulation;

Maintains records of work completed, material, equipment and personnel used for planning, orders and required reports;

Assigns daily work schedules and makes routine inspections to ensure completion in accordance with accepted standards;

Assists in dealing with government officials, consultants and the general public visiting the solid waste facilities;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments..

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles and practices of operating a sanitary landfill and/or residue disposal site; good knowledge of environmental precautions and regulations used in operating these facilities; good knowledge of the accident and safety precautions used for landfill operations; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; ability to supervise and schedule the work of subordinates; ability to maintain records; ability to understand and carryout written and oral instructions; good judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) high school or equivalency diploma and six years experience in the operation of a sanitary landfill, including two years in a supervisory capacity; or (b) ten years experience in the operation of a sanitary landfill including four years in a supervisory position, or (c) a satisfactory equivalent combination of training and experience.

SUBSTITUTION: College\* credit may be substituted for experience at the rate of 30 credits per year of experience up to a maximum of two years. There is no substitute in the required supervisory experience.

\*SPECIAL NOTE: Education beyond the secondary must be from an institution accredited or recognized by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

SPECIAL REQUIREMENTS: . (1) Possession of a certificate of completion of the NYSDEC sanitary landfill course. (2) Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety. (3) Incumbents must possess a valid license to operate motor equipment in New York State. In addition, incumbents are required to possess a Class B Commercial Drivers License with required endorsements.