

CLASS TITLE: Sanitary Landfill Superintendent

DEFINITION:

This is technical and supervisory work in the operation and maintenance of the Somerset County Landfill and Waste Transfer Stations. An employee in this class will oversee the day-to-day operations of the Westover Sanitary Landfill and County Transfer Stations and report to the Director of Solid Waste for Somerset County. The job requires a working knowledge of current landfill operations and policies, heavy equipment experience, and the ability to work closely with the public and Federal and State inspectors.

EXAMPLES OF WORK: (Examples are illustrative only)

Employee is responsible for the overall operation of the County Landfill and borrow pit which includes the following:

- Day to day assignments for all landfill personnel, work release inmates and transfer station attendants.
- Payroll record keeping.
- Monitoring of all on-site equipment and scheduling of service.
- Maintenance of County transfer stations.
- Operation of scale house that includes truck scales, computerized tracking system and daily deposits of tipping fees.
- Compliance with State and Federal regulations.
- Stay in direct contact and must be able to work with any contractors the County may retain for trash related services.
- Weekly inspections of the old 32-acre site for breakouts of leach ate and washouts which will be repaired as they occur.
- Extensive monitoring of the pumping equipment, holding tanks, and various other monitoring devices of the new lined landfill. Daily inspections of the site will be required.
- Evaluating employee performance and maintenance of other records as necessary.
- Maintaining the original 32-acre unlined facility as well as the new 33acre lined landfill.
- Perform other duties as assigned.
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REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of modern landfill techniques.
- Ability to read blueprints and execute the same.
- Working knowledge of supervisory methods and techniques.
- Heavy equipment experience (bulldozers, excavators, dump trucks, etc.)
- Willingness to train and become certified as a Manager of Landfill Operations.
- Ability to maintain daily landfill and borrow pit operations under adverse weather conditions.
- Maintain complete working relationships with employees, the public, contractors and inspectors, and communicate effectively.

Page 2

Class Title: Sanitary Landfill Superintendent

- May be required to fill in for heavy equipment operators or scale house employees as needed.

MINIMUM EXPERIENCE, TRAINING AND EDUCATION:

- Graduation from high school and two years of sanitary landfill experience, one of which shall include the maintenance of records.
OR
- A combination of education, training and experience to permit the applicant to meet the above outlined standards.

REQUIRED LICENSES AND CERTIFICATES:

- Maryland Class C Driver's License.

ADDITIONAL DESIRABLE QUALIFICATIONS:

None

ADOPTED: 07/28/94
GRADE: 9