

## **ASHE COUNTY JOB DESCRIPTION**

**JOB TITLE: LANDFILL OPERATIONS SUPERVISOR/EQUIPMENT OPERATOR II  
ENVIRONMENTAL SERVICES DEPARTMENT**

**CLASS NUMBER: 1510**

### **GENERAL STATEMENT OF JOB**

Under limited supervision, performs supervisory and administrative work in scheduling, directing, and coordinating the daily operation of the County landfill. Work involves coordinating landfill operations, ensuring compliance with relevant local and state regulations, and supervising landfill employees and outside contractors. Employee performs specialized work in the operation of one or more types of motorized heavy equipment, used in the disposal of refuse. Work involves operating such heavy equipment as bulldozers, compactors, graders, front-end loaders, motorized pans, farm tractors, and backhoes to spread, pack and cover refuse and debris. Employee works closely with the Environmental Services Director regarding the status of the landfill operations, maintenance of equipment, leachate removal, landfill construction and conveys job tasks to the other landfill employees. Employee is also responsible for policing the site for beautification purposes, directing the public in the disposal of trash, and participating in minor preventative maintenance on all equipment. Employee must exercise considerable tact and courtesy in frequent contact with the general public. Employee must also exercise independent judgment and initiative in completing assigned tasks. Employee is exposed to the usual hazards and unpleasant working conditions associated with landfill work. Reports to the Director of Environmental Services.

### **SPECIFIC DUTIES AND RESPONSIBILITIES**

#### **ESSENTIAL JOB FUNCTIONS**

Reports to the Director of Environmental Services each morning regarding any changes in the status of the landfill, future lifts, and recommendations of daily functions at the landfill.

Conveys to other employees job tasks issued by the Director

Reports to the Director when recycling or tire trailers requires transporting to market

Reports to the Director when maintenance is needed on any landfill equipment

Provides equipment maintenance repair reports to the Scale House Operator, and ensures that this information is logged into the computer

Responsible for determining the amount of leachate that can be deposited in the landfill on a daily basis

Operates one or more types of motorized heavy equipment involved in the construction and maintenance of the landfill sites such as: bulldozers, compactors, front-end loaders, graders, motorized pans, farm tractors, track backhoe, and bobcats; receives instruction and trains other personnel in the use of various equipment as time and workload permits

Assists in the direction and control of the disposal of refuse at the landfill site

Assists with minor maintenance and related care of the equipment used in landfill operation, including welding for the purpose of patching trash collection boxes and trucks as necessary

Cleans and services trucks as necessary

Reseeds and fertilizes grass cover at landfill site

Performs minor maintenance on erosion control fencing system

Utilizes heavy equipment to grade and maintain landfill

Works as needed at the recycling center, bailing cardboard, loading newspapers and white goods, etc.

Performs other related work as required

### **MINIMUM TRAINING AND EXPERIENCE**

Graduation from high school and 3 to 5 years of experience in the operation of heavy motorized equipment; or any equivalent combination of training and experience which provides the required skills, knowledge, and abilities

### **SPECIAL REQUIREMENTS**

Possession of a valid Class "B" Commercial Driver's License issued by the State of North Carolina. Must obtain Landfill Operation Specialties Certification within one year.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

Working knowledge and skilled in the operation of motorized heavy equipment used at the county landfill

Working knowledge of maintenance requirements of equipment utilized at the landfill

Ability to perform minor maintenance on heavy motorized equipment

Knowledge in landfill construction

Ability to maintain slopes

Ability to build landfill lifts

Knowledge and the ability to read a transit

Knowledge of the operations of the bobcat and bailer for the purpose of bailing recyclables including newspaper, cardboard, and aluminum

Working knowledge and ability to remove leachate in accordance to state and local laws for the purpose of controlling the amount of leachate accumulated in the pond

Ability to make use of the track hoe for the purpose of loading white goods for transport to recycling markets

Considerable knowledge of the occupational hazards and the proper safety precautions involved in operating heavy motorized equipment

Ability to work effectively in unpleasant working environment

Ability to follow oral instructions

Ability to establish and maintain effective working relationships as necessitated by work assignments

## **MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

**Physical Requirements:** Must be physically able to operate a variety of machinery and equipment including garbage compactors, loaders, pans, bulldozers, etc. Must be able to exert up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 25 pounds of force constantly to move objects. Physical demands are for heavy work.

**Data Conception:** Requires the ability to compare and/or judge the readily observable, functional, structural, or composite characteristics (whether similar or divergent from obvious standards) of data, people, or things

**Interpersonal Communication:** Requires the ability of speaking and/or signaling people to convey or exchange information. Includes receiving instructions, assignments, or directions from superiors.

**Language Ability:** Requires the ability to read a variety of maintenance reports and invoices

**Verbal Aptitude:** Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in standard English and in mechanical terminology

**Intelligence:** Requires the ability to apply basic understanding to carry out detailed but involved written and oral instructions; to deal with problems involving a few concrete variables in or from standardized situations

**Numerical Aptitude:** Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide

**Form/Spatial Aptitude:** Requires the ability to inspect items for proper length, width, and shape

**Motor Coordination:** Requires the ability to coordinate hands and eyes rapidly and accurately in using heavy motorized equipment

**Manual Dexterity:** Requires the ability to handle a variety of items such as heavy motorized equipment. Must have minimal levels of eye/hand/foot coordination

**Color Discrimination:** Requires the ability to differentiate between colors and shades of color

**Interpersonal Temperament:** Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress

**Physical Communications:** Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear)