



JOB DESCRIPTION

JOB TITLE:	Senior Solid Waste Technician	DEPARTMENT:	Operations
REPORTS TO:	Engineering and Compliance Manager	FLSA STATUS:	Non-Exempt
PREPARED DATE:	June 2023	APPROVED DATE:	JUNE 2023
REVISED:	June 2023		

SUMMARY

Under the direction of the Engineering and Compliance Manager, plans and participates in activities concerned with study, development, and inspection of solid waste systems; including landfills, transfer stations, household hazardous waste collection facilities and environmental control systems by performing the duties listed.

SENIOR SOLID WASTE TECHNICIAN: Is an expert level position for a seasoned solid waste industry professional with a minimum of 5 years of experience working in construction, engineering, environmental engineering and environmental control systems. This individual works independently with little or no direct supervision. This individual has repair, maintenance and troubleshooting skills. Possesses knowledge of the operations of a landfill, transfer station, household hazardous waste collection facilities, and environmental monitoring systems. Must possess electrical, mechanical, and diagnostic skills to troubleshoot environmental systems while also understanding the operation of such systems and how they impact the facilities environmental control and compliance. An understanding of regulatory rules as they apply to solid waste facilities and understanding of CalRecycle, Regional Water Quality Control Board, and Air Resources Board permits and regulatory rules.

A Senior Solid Waste Technician would possess a 40-hour Hazardous Waste Operator certification and Manager of Landfill Operations (MOLO) from the Solid Waste Association of North America. They must also have the ability to operate heavy equipment, establish grades, and read construction plans. They should have the ability to use Microsoft Office Software and AutoCAD software. A Senior Solid Waste Technician would possess the ability to mentor, instruct, tutor, and train others as well as assist in coordinating work and / or tasks for Solid Waste Technicians I/II.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Other duties may be assigned.)

Solid Waste Operations/Facilities Inspection - Performs regular inspections of solid waste operations and sites, including landfills, transfer stations, and household hazardous waste collection facilities to ensure proper operations and environmental conditions. Operates heavy equipment to perform repairs and maintenance at landfill facilities. Inspects liner systems, leachate collection systems, sedimentation and detention ponds, storm water run-off systems, drainage ditches, groundwater sampling wells, methane probes, and water re-injection systems. Inspects facilities to maintain permit compliance; conducts winterization inspections and directs operator preparation for winterization. Reads and tunes landfill gas well to maximize collection and remain in compliance with regulatory agencies. Works with blower flare station and establishes parameters required with such systems to remain operational. Has oversight of groundwater systems and leachate conveyance systems at all sites.

Construction Management - Inspects contractor's work during construction to ensure compliance with approved plans and specifications; performs final inspection of construction and recommends approval for payments or prepares the list of items to be corrected before approval. Inspects adjacent properties for damage from construction activity. Confers with property owners regarding construction schedules, hazards, and inconveniences. Takes the lead in planning and development of in-house projects as they associate with landfill operations and / or environmental control systems.

Environmental Control Systems - Performs routine and complex sampling of storm water run-off, groundwater, and soils. Tunes and maintains landfill gas collection wells. Collects and uploads data to server to analyze and prepare operational reports. Oversees testing of leachate systems, flare source test, and construction of improvements. The position also oversees solid waste tech training and understanding of the above-mentioned task.

Site Maintenance - Maintains site and work safety. Performs repairs and improvements to closed facilities and assists with winterization tasks at landfill and transfer station facilities. Improvements and repairs to environmental control systems.

Reporting - Develops quarterly and annual reports to regulatory agencies. Gathers required data from collection systems, analyzes and provides recommendations.

SUPERVISORY RESPONSIBILITIES

This job has no current supervisory responsibilities. However, the Senior Solid Waste Technician may provide some work coordination and lead direction for Solid Waste Technician I and II (s).

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

MINIMUM QUALIFICATIONS

High school diploma or GED required; one year certificate from college or technical school in landfill construction, construction engineering, environmental engineering, enforcement of solid waste regulations; Must have five years of construction experience.

CERTIFICATES, LICENSES, REGISTRATIONS

A valid California driver's license is required.

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

Communication (Oral/Written)

Expresses views in a fluent, clear, logical manner, with enthusiasm and confidence. Communicates openly and honestly and promotes an open exchange of ideas. Is an effective listener – listens openly without interrupting. Keeps people well informed in respect of key organizational and departmental issues, in a timely manner. Delivers information effectively in a variety of written formats including reports, letters, memos, emails, etc.

Cost Consciousness

Does not waste resources. Looks for methods to improve processes that have a positive impact on the bottom line.

Customer Focus/Interpersonal Skills

Seeks to understand the (complex) dynamics of the customer's business. Builds effective customer rapport/relationships and treats them as business partners. Makes customers feel appreciated for their business. Actively seeks and listens to customers' needs, suggestions, and feedback. Takes a genuine interest in customers and demonstrates urgency, energy, and enthusiasm in satisfying their needs. Is friendly, warm, sincere, and easily approachable. Is tactful, compassionate, and sensitive, and treats others with respect and dignity. Is patient and understanding, listens empathetically to others and respects their opinions. Makes others feel appreciated, valued, and included, and is considerate of their needs and feelings. Is sensitive to cultural diversity, race, gender, and other individual differences.

Flexibility/Adaptability/Initiative/Proactivity

Is open to new ways of working, ideas, and processes. Adapts quickly and effectively to new environments, people, and responsibilities. Readily adapts to stressful situations and factors outside of his/her control. Actively attempts to influence events and instigates action without having to be urged on.

Adapts and improves working methods in order to achieve goals. Anticipates and responds to future needs and opportunities and seizes opportunities when they arise. Anticipates problems and pro-actively develops contingency plans accordingly. Keeps current on emerging job-relevant trends and issues.

Functional Expertise

Has the functional competence (skills & knowledge) to be effective in his/her job. Keeps specialist competence up to date with ongoing learning/studying. Actively seeks assignments and other on-the-job opportunities to improve self. Shares competence willingly with others.

Teamwork

Is committed to the team and its goals. Does fair share and is an effective contributor. Fills in for or assists fellow team members when necessary. Develops and maintains productive working relationships within the team. Willingly shares knowledge, skills, and job-relevant information. Actively participates in team meetings without monopolizing it or reducing the importance of other team members. Encourages and considers others' ideas, opinions, and suggestions. Actively involves self in team activities and contributes positively towards team spirit and morale. Works effectively in cross-functional project teams (when required).

Desirable Experience and Knowledge Base

- Associate Degree (A.A.) or equivalent from two-year college or technical school in civil, chemical, or environmental engineering or related field; or six months to one year experience in solid waste disposal or landfill construction, construction engineering, environmental engineering, enforcement of solid waste regulations, or a related area related experience and/or training; or equivalent combination of education and experience.
- Working knowledge of Microsoft Office and CAD.
- Principles of solid waste facility operations.
- Principles of inspection and construction monitoring.
- Soil mechanics and geology.
- Applicable County, State, and Federal laws, codes, and ordinances related to the proper operation of solid waste management and landfill facilities.
- Methods, materials, tools, and equipment used in the repair and maintenance of solid waste management, landfill, and related public works systems.
- Field and laboratory water and soil testing procedures.
- Utilization of computers and computerized information systems.
- Sound customer service practices and procedures.
- Leachate and groundwater system operations and maintenance.
- Operations of office equipment
- Operation of surveying equipment
- Review construction plans and specifications for feasibility and compliance with local, state, and federal regulations.
- Detect discrepancies between approved specifications and actual construction.
- Read, understand, and interpret laws, rules, regulations, and policies, which impact the operation of landfills and associated facilities.
- Identify malfunctions and problems with landfill systems such as leachate control, groundwater control, storm water run-off, other related systems and Remote Monitoring Systems (RMC).
- Identify and initiate corrective actions for landfill operations, which are not in compliance with applicable laws, contract agreements, or sound operating principles.
- Oversee maintenance and repairs of pumps and wells.
- Collect and analyze or transmit samples of soils, groundwater, surface water, and other landfill materials.
- Collect data and assist with the preparation of comprehensive technical reports.
- Effectively represent Authority policies, programs, and services with employees, contractors, representatives of other agencies, and the public.
- Provide construction installs, maintenance and repairs as they relate to all facilities including but not limited to landfill operations, environmental control systems, conveyance systems and other operations found at both active and closed facilities.

OTHER QUALIFICATIONS

Physical Demands - The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell.

The employee must occasionally lift and/or move up to fifty pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Employee must be able to wear personal protective equipment including ear and eye protection, respirator, Tyvex suit or coveralls, latex, rubber or leather gloves, hardhat, rain protection, and steel toe boots.

Work Environment - While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock and risk of radiation, explosives, and high noise level. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Will be required to respond to work sites beyond normal working hours. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills

Ability to draft routine reports and correspondence; ability to speak effectively before groups of customers or employees of organization, contractors, or vendors; ability to read, analyze, and interpret general business periodicals, or governmental regulations.

Mathematical Skills

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume; ability to apply concepts of basic algebra and geometry.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form; ability to deal with problems involving several concrete variables in standardized situations.

I acknowledge that I have received, read, and sought clarification of any questions I have about the content of this job description. I further understand that, in order for the Authority to retain necessary flexibility to meet organizational needs, this job description may be modified from time to time.

Employee

Date