

## JOB POSTING



**Job Title:** Landfill Engineer  
**Pay grade:** 18  
**Department:** Landfill Operations  
**Reports to:** Senior Director of Landfill Operations & Development  
**Exempt:** Yes

Revised: 10/2011

**Please submit applications to the Human Resources Department by December 16, 2011**

### SUMMARY

The Landfill Engineer directs and controls all aspects of engineering relating to SWACO's Operations including planning, permitting, designing, and overseeing construction and maintenance of solid waste transfer facilities, waste disposal units and associated utilities and infrastructure. Manages SWACO's consultants and engineers performing work related to operations, permitting, and implementation schedules. Assists in the development and implementation of special projects and internal SWACO policy.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include, but are not limited to the following. Other duties may be assigned as needed. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Prepare technical and administrative reports for the Executive Staff and others as requested.
- Manage consultants and engineers performing work related to operations, permitting, and implementation schedules.
- Assist in the development and implementation of special projects and internal SWACO policy.
- Maintain a favorable working relationship with all federal, state, and local regulatory agencies.
- Develop short and long-range plans and goals for the continuous improvement of solid waste disposal systems.
- Monitor and research progressive trends and industry advances in processes, equipment, and technology.
- Interact with SWACO customers, members of the public, and SWACO staff.
- Oversee complete and accurate files on SWACO's facilities infrastructure, utilities, and operating records.
- Monitor new legislation and agency regulations pertinent to SWACO's operations.
- Advise executive staff and facility management regarding facility infrastructure and operational measures to be taken to correct or minimize facility or operational deficiencies with regard to facility and environmental regulations.
- Prepare reports and documents as required by regulatory agencies and facility management.
- Apply for original permits and maintains a schedule for renewals, reporting and provisions of all required environmentally related permits.
- Serve as liaison between facilities and outside contractors, and regulatory personnel on all engineering related activities
- Attend workshops, seminars, training courses and professional development programs for the purpose of maintaining current engineering technologies, with upcoming changes in federal, state, and local rules and regulations requiring engineering solutions.
- Assist in development of annual budget proposal; implement and monitor adopted budget; prepare reports on budget; maintain budget line items.
- Evaluate recommendations for purchasing equipment and services; secure and evaluate bids; administer contracts for materials and services.

## **SUPERVISORY RESPONSIBILITIES**

This job has no employee supervisory responsibility.

## **MINIMUM QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. 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 essential functions.

## **EDUCATION and/or EXPERIENCE**

- Bachelor's or higher degree from an accredited college or university in civil engineering degree or related field required.
- Professional Engineer in the State of Ohio is required.
- At least ten years experience in civil, and/or environmental engineering or an equivalent combination of experience and training that provides the required knowledge, skills, and ability for the position.
- Must be eligible to perform functions under Ohio Revised Code requirements for key employees and applicable Ohio EPA regulations.

## **KNOWLEDGE of**

- Federal, state, and local codes and regulations pertaining to landfills and solid wastes facilities with specific emphasis in engineering requirements.
- Federal and state programs in areas of air quality, water quality, hazardous waste, and solid waste.
- Storm water air permitting and regulations.
- SPCC regulations.
- Computer and verbal/written skills in areas of project management, engineering, engineering economics, air quality, water quality, hazardous waste, and solid waste.

## **SKILLS**

- Ability to:
  - Apply common sense understanding to implement and manage engineering activities or solutions.
  - Read, interpret, evaluate, and implement federal, state, and local environmental rules and regulations.
  - Read, interpret, evaluate, and implement federal, state, and local environmental rules, regulations, and codes.
  - Effective communication methods with management and supervisory staff and ability to present information in one-on-one and small group situations to managers, supervisions, consultants, and contractors.
  - Develop policies and procedures to maintain engineering records.
  - Regulatory interaction and negotiation.
  - Conducting compliance audits.
  - Maintain a positive work atmosphere by behaving and communicating in a manner that promotes good relationships with customers, co-workers and management.

Additional skills may be required to perform additional tasks specific to work location, department, or line of business.

## **PHYSICAL REQUIREMENTS**

This position requires performance of physical activities that require moving one's entire body, such as in climbing, lifting, balancing, walking, stooping, twisting, and kneeling; considerable use of the arms and legs, including use of hands to finger, handle or feel; reaching with hands and arms; and talking and hearing. The employee must occasionally lift and/or move up to 25 pounds. Personal Protection Equipment (PPE) requirements as needed: Hard hat, safety glasses, hi visibility outer garment, steel toe boots, and gloves.

**WORKING CONDITIONS**

Office environment with minimal exposure to adverse weather conditions, sun exposure, cold, heat, odor, loud noise, dust.

**ACKNOWLEDGMENT AND RECEIPT**

I acknowledge receipt of the Landfill Engineer position description. I have been provided an opportunity to read it and ask questions regarding its contents. I understand that the position description is intended to provide guidelines for job expectations and it is not intended to be an all inclusive list of functions, responsibilities, skills, and abilities needed for the position. I further understand that SWACO is an "At-Will" employer and this document does not represent a contract of employment. I understand that SWACO reserves the right to change this position description and/or assigned tasks as deemed appropriate by SWACO.

\_\_\_\_\_  
Employee Name (please print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Date