

SALT RIVER LANDFILL

CLASS SPECIFICATION

ENVIRONMENTAL SITE ENGINEER/TECHNICAL MANAGER (In Training)

Definition: Works under guidance and direction of Landfill CEO. Oversees environmental monitoring of the Salt River Landfill and screens special wastes to ensure they are acceptable according to all applicable local, state, and federal regulations. Maintains current landfill solid waste disposal programs and meets all requirements for a solid waste facility. Monitors and maintains compliance with all provisions of the landfill's environmental permits (Operating Permit, Title V Permit, etc.). **This job class is treated as FLSA Exempt.**

Essential Functions: (Essential functions may vary among positions, but may include the following tasks, knowledge, skills and abilities other characteristics. This list of tasks is ILLUSTRATIVE ONLY and is not intended to be a comprehensive listing of tasks performed by all positions in this classification.)

Tasks:

1. Ensures compliance with all state and federal regulations, including but not limited to: daily and intermediate cover, efficient compaction, litter control, storm water controls, dust control, and appliance collection area (orderliness and Freon extraction).
2. Supervises the scheduling, planning, project design, of construction-related activities for assigned projects, particularly construction of landfill final cover projects.
3. Supervises the preparation and review of detailed contract drawings, specifications and related documents for solid waste construction projects and supervises the control, inspection, and testing of all materials used on construction projects.
4. Supervises surveying activities and the preparation of "as built" drawings.
5. Serves as a liaison between Landfill and the green waste contractor, and ensures compliance with the contract conditions.
6. Prepares Request for Proposals (RFP) for all construction projects and reviews bids and provides recommendations to the CEO and/or the Landfill Board.
7. Maintains compliance with existing landfill solid waste disposal programs and identifies potential solid waste environmental issues and develops strategies to address them.
8. Provides training to employees on regulatory requirements and will assist Landfill CEO in the preparation of training materials.
9. Prepares engineer's cost estimates for construction projects including estimates annually for closure and post-closure costs as required under 40 CFR Part 258.
10. Supervises annual aerial flyover for airspace calculations used to determine remaining site-life.
11. Prepares operating and capital budget estimates and requests, and oversees and controls expenditures.
12. Reviews incoming proposals for waste conversion technologies.
13. Reviews new business ventures and provides cost estimates and recommendations.

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14. Acts as liaison on environmental and engineering activities with the environmental regulators, Customers (i.e. City of Mesa, Scottsdale, etc.), Landfill Board and Tribal Council.
15. Acts as Safety coordinator for the landfill. Ensures compliance with all federal and tribal safety requirements. Provides oversight to on-site subcontractors for safety related compliance.
16. Miscellaneous: Performs other job related duties as assigned by the Landfill CEO.

Knowledge, Skills, Abilities and Other Characteristics:

- Knowledge of diversified, fundamental scientific and civil engineering concepts and relationships.
- Knowledge of advanced mathematical techniques.
- Knowledge of federally mandated EPA legislation, and state and local laws and regulations regarding solid and hazardous waste disposal and management programs.

- Skill analyzing and evaluating information accurately and expressing ideas clearly when providing verbal and written reports and recommendations.
- Skill using a computer and job-related software programs including MS Office (including Excel and Word).
- Skill with excellent verbal and written communication using both technical and non-technical language to explain complex subjects and processes.
- Skill using environmental quality measurement and monitoring equipment.

- Ability to develop long-term plans and programs and to make sound decisions on matters of operational policy and administrative problems.
- Ability to meet and deal tactfully with the general public and to communicate effectively and clearly, both orally and in writing.
- Ability to establish and maintain effective working relationships with other employees, government officials, and the general public.
- Ability to design and/or supervise the design of public work projects.
- Ability to prepare technical reports, estimates, construction, and cost records.

Qualifications:

Education & Experience: A Bachelor's degree from an accredited college or university in Civil, Environmental and Chemical Engineering or closely related field preferred and experience equivalent to two years full-time professional civil engineering work in land development, construction and engineering, project management, or a closely related field preferred.

Insurability: Must have a valid Arizona Driver's License and be insurable under SRPMIC insurance standards.

Special Requirements:

- May be required to work beyond normal work hours including nights, weekends and holidays.
- May be required to stand or walk for extended periods.
- May be exposed to severe weather conditions including heat and cold.
- May be required to lift and carry special equipment or objects.