



## **LANDFILL FOREMAN**

### **Lake County Road Department**

#### **GENERAL STATEMENT OF DUTIES**

Works under the direction of the Road/Landfill Superintendent. Carries out all landfill-related duties in Lake County and directly supervises landfill employees. Operates equipment and schedules employees as necessary to ensure landfill and transfer stations are operational for the public.

**FLSA STATUS** Exempt

**UNION STATUS** Non-Classified

**SUPERVISION EXERCISED** Supervises Landfill Operator and Landfill Attendants

**SUPERVISION RECEIVED** Works under the supervision of the Road/Landfill Superintendent.

**PRINCIPLE DUTIES** (the following duties may not be all-inclusive and other duties may be assigned at the discretion of management)

- Report to Road/Landfill Superintendent needs, deficiencies and personnel scheduling on a weekly basis.
- Ensure DEQ permit requirements for solid waste are observed and Lake County is in compliance.
- Ensure transfer stations are in compliance.
- Ensure DEQ Storm Water Permit and Storm Water Pollution Control Plan are both followed and are in compliance. Sampling as necessary.
- Aid in development of Operational Plan and train employees on Operation Plan, Storm Water Control Plan, Landfill Safety, and Spill Prevention.
- Ensure equipment maintenance records are kept and schedule with Road Department mechanic deficiencies and routine maintenance needs.

- Routinely Inspect:
  - Storm water system
  - Equipment
  - Fire prevention equipment
  - Tipping Shed
  - Transfer Stations: Christmas Valley, Silver Lake, Fort Rock and Paisley
- Operate landfill equipment, CDL transfer trucks (both onsite and over the road).
- Maintain working face with minimal litter and in compliance of Daily Cover requirements.
- Maintain all facilities in a professional working manner free of hazards and litter.
- Provide daily relevant safety talk with employee's
- Interact professionally with public and contractors.
- Maintain positive relations with public and contractors.
- Ensure employees utilize PPE (Personal Protective Equipment).
  - Puncture resistant boots
  - Steel toe boots
- Maintain monthly checklist for Storm Water Management, Safety, and Equipment.
- Directly responsible for cash, check, and charge balances at Landfill Facility and Transfer Stations.

#### **EXPERIENCE AND CAPABILITIES**

- Prefer at least 5 years' experience in Landfill Operations or Road/Site Construction.
- Capable of transferring elevations/grades, skills in blue print translation and layout
- Experience in operating heavy equipment (i.e. Dozer, road grader, excavator)
- Must have 2 years of supervisory experience
- Maintain a valid/current Class A CDL with Tanker Endorsement.

#### **PHYSICAL DEMANDS**

- Endurance: Overall Strength
  - Lift or carry up to 80 LBS
  - Walk steep/uneven ground
  - Climb into and exit equipment.
  - Sit long periods of time – frequently
  - Standing long periods of time – frequently

#### **ADDITIONAL REQUIREMENTS**

- Within one year of hire, acquire SWANA Landfill Manager of Landfill Operations Certification.
- Valid Class A CDL with Tanker Endorsement and medical card.
- Obtain and maintain First Aid and CPR certifications.