



Superintendent of Landfill Operations

Please look at what you can expect to earn as a **Superintendent of Landfill Operations** during your first year as a full time Employee with Washington County Government:

- Sixty (60) Hours Personal Time
- Eighty (80) Paid Vacation Hours
- Fourteen (14) Paid Holidays
- One Hundred & Twenty (120) Paid Sick Hours
- County and Employee funded Healthcare including Health, Prescription, Dental and Vision Coverage.
- County Paid Employee Assistance Plan
- County Paid Life Insurance
- County Paid Accidental Death and Dismemberment Insurance
- County Paid Short Term Disability Insurance
- County Paid Long Term Disability Insurance
- Up to \$2,500.00 Annual Tuition Reimbursement Assistance
- County and Employee funded Defined Pension Plan
 - Vested in just five (5) years.
 - Credit for Prior Active Military Service and Unused Paid Sick Days.
- An Annual Salary of \$70,512 starting..

If our comprehensive compensation package interests you, please continue reading through our job posting to learn more about the position's duties, responsibilities, prerequisites, etc. and apply online today.



JOB TITLE:	Superintendent of Landfill Operations	GRADE	15
DEPARTMENT:	Solid Waste	FLSA STATUS:	Non-Exempt
REPORTS TO:	Deputy Director of Solid Waste		

GENERAL DEFINITION OF WORK:

Performs difficult technical and intermediate administrative work supervising employees at a lined municipal solid waste landfill and several transfer stations to local, state and federal regulations which include overseeing excavating, grading, placing refuse and rubble, compacting, daily cover, inspecting and weighing waste and billing all accounts. Direction is provided by the Deputy Director. Supervision is exercised over subordinate personnel.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

1. Supervises Weighmaster Inspector, answers questions arising about business waste, scale operations concerns' and employee issues. Oversees scheduling of landfill employees. Schedules employee vacation to keep operation running smoothly.
2. Assists consulting engineers and associates by supplying information for design of landfill projects. Reviews plans.
3. Composes information for operating budget.
4. Prepares bid packages for purchase and or lease of equipment by drafting specifications. Prepares specifications for bids on transfer station hauling, leachate hauling, white good removal, fencing jobs, wood sales, etc.
5. Reviews well monitoring reports before submitting to Department of Environment.
6. Reviews billing before sending to finance for billing. Ensures that no accounts are missed, everything is billed correctly, and discounts are applied when required.
7. Compiles annual reports and submit to State Department of the Environment.
8. Works with local business on special waste for all kinds of different material. Reviews test results before delivery. Performs free liquids test before disposal. Inspects material.
9. Approves purchase orders and bills for payment.
10. Completes interview for hire of new employees. Recommends appropriate candidate for hire. Performs employee's evaluations on subordinates. Trains new employees.
11. Performs first step grievance procedures with union employees. Works with union President on daily basis to resolve issues as arise before first step is needed.
12. Meet with Department of Environment Inspector to discuss landfill activities. Ensures operating permit is maintained and that the landfill is built as designed.
13. Collaborates with regional Maryland Department of the Environment staff concerning regulatory compliance.
14. Compiles annual reports and submit to State Department of the Environment.
15. Answers telephone, listens to and resolves complaints. Explains landfill regulations to residents and businesses.
16. Assures all activity falls within the Maryland Department of Environment (MDE) guidelines to include contractors working outside permit hours, assuring patrons are off site at closing, conducting compliance inspections with MDE, etc.

17. Investigates accidents, incidents and completes all necessary reports for Human Resources.
18. Responsible for keeping MSDS book on site up to date and check equipment and facilities for safety.
19. Schedules and supervises Weigh Clerks, attendants and temporary employees, at scale house locations and drop off sites; tracks and reports hours worked/leave usage and conducts performance evaluations.
20. Responsible for keeping MSDS book on site up to date and check equipment and facilities for safety.
21. Perform related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the equipment used in landfill operation; thorough knowledge of federal, state and local regulations concerning solid waste; some knowledge of the principles and practices of civil engineering; ability to prepare written reports; ability to read blueprints and construction drawings; ability to establish and maintain effective working relationships with associates and the public.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school and extensive experience in landfill operations.

PHYSICAL REQUIREMENTS:

This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires standing, pushing, pulling, fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, use of measuring devices, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is rarely subject to adverse environmental conditions.

SPECIAL REQUIREMENTS:

Possession of an appropriate valid Driver's License and the ability to maintain

Possession of a Commercial Driver's License or the ability to obtain within 9 months of hire date

This position is scheduled to work Tuesday- Saturday and may include mandatory overtime as dictated by business needs.

Revised: 09/2016, 11/2019, 03/2025

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

Easy Ways to Apply:

Visit our website at <https://www.washco-md.net/jobs/>

or

Complete and email an Application to hrservice@washco-md.net

Current County Employees (Internal Candidates) are required to use an Internal Application (including resume) when applying

or

Apply Online: <https://www.washco-md.net/internal-jobs> .

Washington County is an Equal Opportunity Employer. Individuals requiring special accommodations or assistance are requested to contact the Human Resources Department at 240-313-2350, Voice or TDD (D/HH use 711) M/F/H/V.

DEADLINE FOR FILING APPLICATIONS WITH HUMAN RESOURCES:

Friday, March 21, 2024 4:00 pm