

## **SOLID WASTE OPERATIONS SUPERVISOR**

**DISTINGUISHING FEATURES OF THE CLASS:** This is work that involves hands-on direction of the manual receipt, inspection, separation and shipping of materials received at the recyclables preprocessing and transfer station at a solid waste facility. Duties include, but are not limited to, the visual inspection of loads, directing personnel on the recovery of recyclables from the tipping floor, training and directing sorters, coordinating the pick-up of materials by end-market vendors, operation of heavy equipment, as well as simple record-keeping. Duties may also include operation of separators, operation of the scalehouse and inputting data into the computerized system. The work is performed under the general supervision of the Executive Director of the Rockland County Solid Waste Management Authority. Work direction and training is given to a small number of laborers, mechanics and equipment operators. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Performs visual inspection of loads and decides which loads can be sent to the transfer station, and which must be dumped and sorted;  
Directs and trains workers to separate materials by type (glass, plastic, paper, etc.), clean floor, etc.;  
Directs equipment operators and drivers to load roll-off's or trailers with recyclables for transport to off-site locations;  
Contacts end-market vendors to say that loads are ready for pick-up;  
Spot-checks to verify appropriateness of materials dumped;  
Directs mechanics to ensure timely, scheduled repairs and maintenance;  
Operates heavy equipment such as loaders, grapplers, roll-off trucks and any other equipment over 26,000 pounds as necessary to fill in for absent motor equipment operators;  
When a major repair requires shutting down operations, coordinates same with all involved;  
Keeps simple records;  
May operate scalehouse for truck weighing and inputting data into the computerized information system.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of materials appropriate to the facility; good knowledge of the operation of trucks, including those over 26,000 lbs. (GVWR) such as tractor-trailers, trailers used for towing weighing more than 10,000 lbs., bulldozers, backhoes (excavators); ability to direct the work of others; ability to deal with the public; ability to maintain simple records; good knowledge of safety factors related to the operation of trucks and other motorized equipment; ability to safely operate trucks and equipment in confined areas and/or with workers in the area; ability to understand and carry out oral and written instructions.

**MINIMUM QUALIFICATIONS:** Three (3) years of motor vehicle driving experience, six (6) months of which must have included training and/or experience in the operation of at least two (2) of the following: tractor-trailers, trailers used for towing weighing more than 10,000 lbs., power shovels, pavers, cranes, bulldozers, backhoes (excavators), bucket loaders on tracks, graders and three (3) years of paid work experience in solid waste facility operations as a sorter, laborer, weigher, maintenance mechanic, forklift or other equipment operator, etc.

**NOTE:** The three (3) years of driving experience and three (3) years of experience in solid waste facility operations may be gained concurrently.

### **SPECIAL REQUIREMENTS:**

1. If required to drive, a valid driver's license appropriate for the kind and size of vehicle to be operated.
2. If weighing duties are performed, it is the responsibility of the appointing authority to ensure that the incumbent has been properly trained/licensed as a public weighmaster as required by the New York State Department of Agriculture and Markets.

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Non-competitive