

CITY OF GLENDALE

TITLE:	Landfill Inspector	CLASS CODE:	821
REPORTS TO:	Landfill Supervisor	GRADE:	21
DEPARTMENT:	Field Operations	FLSA:	N

JOB SPECIFICATION DATE: March 16, 2009 lwk

JOB SUMMARY

Monitors, identifies, and investigates the disposal of solid waste to maintain safe, legal and efficient operations at the City landfill.

ESSENTIAL FUNCTIONS

1. Analyzes and monitors current City solid waste disposal operations at the landfill to insure compliance with existing and proposed state, federal, and local guidelines and regulations.
2. Provides research, analysis, and recommendations to landfill management regarding legislation, policy and procedures, and compiles statistical data on landfill use and users for status reports.
3. Identifies and secures hazardous waste incidents, communicates information to appropriate response agency, and investigates the origin of the materials.
4. Monitors the water quality-testing program at the landfill.
5. Monitors methane gas levels and recommends mediation strategies.
6. Issues ordinance violations notices to refuse haulers, maintains a file of violations, and directs the establishments of an updated database of landfill users with permits.
7. Inspects loads entering the landfill and arranges for random testing of materials possibly containing hazardous substances.
8. Conducts basic surveying and performs compaction and landfill volume studies.
9. Uses personal computer to prepare reports, correspondence and input and maintain field data.

SECONDARY FUNCTIONS

1. Transports personnel and scalehouse receipts for deposit.
2. Assists supervision in investigating and reporting on industrial and equipment accidents.
3. Provides support to scalehouse operators.
4. Performs related work as required.

KNOWLEDGE, SKILLS, ABILITIES

Knowledge of:

Local, state, and federal statutes and regulations governing the disposal of solid, hazardous, and infectious waste

The management and operation of solid waste disposal systems

Statistical methods and reporting practices

Landfill gas and water sampling techniques

Landfill hazards and safe operating practices

Surveying and drafting techniques/practices

Ability to:

Communicate effectively verbally and in writing

Establish effective working relationships with landfill users, regulatory agencies and City staff

Maintain necessary files and records

WORKING CONDITIONS

Significant amount of work performed out of doors at the landfill where the frequency and severity of exposure to risks can be reduced by safety precautions.

MINIMUM QUALIFICATIONS

Two year degree in Environmental Engineering, Environmental Science, Hazardous Waste Management, or a related field and two years experience as a landfill inspector or hazardous waste manager including water quality testing and management of landfill gas.

Any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

SPECIAL REQUIREMENTS

Applicants will be required to undergo drug testing prior to employment and will be subject to further drug and alcohol testing throughout their period of employment in accordance with the City of Glendale Substance Abuse policy.

Valid Arizona driver's license.