City of Rapid City
Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Landfill Chief</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Code:</td>
<td>LFCF</td>
</tr>
<tr>
<td>Job Family:</td>
<td></td>
</tr>
<tr>
<td>Pay Grade:</td>
<td>AU06</td>
</tr>
<tr>
<td>Date Revised:</td>
<td>5/7/2021</td>
</tr>
<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
</tr>
</tbody>
</table>

**General Summary:** This position is responsible for operating and directing the daily landfill tipping face operations, including, but not limited to directing daily tipping face operations, asbestos disposal, rubble pit, shingle pile, litter control, and load inspections.

**Essential Duties and Responsibilities:**

*The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.*

- Operates and directs daily landfill operations.
- Prepares operator schedule to coincide with landfill operations.
- Maintains and communications landfill equipment operations and maintenance, communication programs with the MRF supervisors and Street Maintenance staff.
- Operates landfill traffic patterns and rolling stock equipment to including loaders, roll off trucks, semi-trucks, dozers, compactor, and scraper.
- Prepares and maintains operations reports by inputting data and information into daily logs and computerized databases; to include but not limited to tracking of load inspections, daily/interim cover, fill progress, and litter control.
- Communicates equipment problems and issues to the Street Department.
- Facilitates operational tests of equipment.
- Recommends and maintains supplies.
- Assures landfill personnel and equipment safety.
- Supervises shipments of recyclables and compost. Oversees quality control on recycling and compost operations.
- Assists other divisions as needed.
- Carries out supervisory responsibilities in accordance with the organization’s policies and applicable laws.

**Qualifications:**

**Education and/or Experience:**

High school diploma and five years related experience as a heavy equipment operator/operation, to include three years in a lead worker or supervisory role.
Certificates, Licenses, Registrations:

Must possess a valid South Dakota Class A Commercial Driver’s License (CDL). Must obtain a Solid Waste Associate of North America (SWANA) Compost Landfill Inspector or Manager of Landfill Operations (MOLO) certificate within two years from date of hire.

Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. The employee is frequently exposed to fumes or airborne particles; toxic or caustic chemicals; outside weather conditions and vibration. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; extreme cold; extreme heat and risk of electrical shock. The noise level in the work environment is usually loud.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear and taste or smell. The employee is frequently required to walk; sit; use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to stand; climb or balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.