

DELAWARE SOLID WASTE AUTHORITY

JOB DESCRIPTION

NOVEMBER 13, 2013

TITLE: CHERRY ISLAND LANDFILL GAS MANAGER

REPORTS TO: MANAGER OF LANDFILL GAS

JOB CLASS: EXEMPT

LOCATION: DOVER OFFICE

PURPOSE:

Direct and administer landfill gas operations and permits of Cherry Island Landfill and Pigeon Point Landfill. Implement landfill gas operations of CIL and PPLF and provide technical support to other sections of DSWA

JOB DUTIES:

- * Manages and supervises subordinate personnel.
- * Directs specific studies and research projects.
- * Coordinates efforts with those of other local, state and federal organizations.
- * Plans and organizes projects and budgets for the Landfill Gas operations.
- * Prepares technical reports and data analysis using computer techniques.
- * Assists in long-range planning and recommend policies and goals.
- * Assists in negotiation of contracts with research and technical assistance companies.
- * Represents the Delaware Solid Waste Authority at technical conferences and act as liaison with other sections of the Authority, organizations, municipalities, industry, state, interstate and federal agencies.
- * Prepares for approval of the Manager of Landfill Gas technical and engineering specifications for landfill gas related projects

Performs other duties as assigned.

QUALIFICATIONS:

Graduation from an accredited college or university with at least a bachelor's degree in civil, industrial, mechanical, or chemical engineering and eight (8) years' experience in the environmental field, including air and water pollution control, of which a minimum of three (3) years' experience must be in landfill gas design, construction and management and at least four (4) years' experience in administration and supervision. Such education and experience to have provided the knowledge, ability, and skill to perform the duties cited above. Training, knowledge and experience of applicable computer software is required.

Possess a Delaware Professional Engineer's License or obtain one during the probationary period. Must obtain specialty certification in solid waste within three (3) years of the date of appointment.

Note: This is a safety sensitive position and requires drug testing as a condition of employment.

* Denotes essential functions of the job