



OCRRA
100 Elwood Davis Road
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Solid Waste Plant Supervisor

Join us in one of the Agency's new opportunities! The Onondaga County Resource Recovery Agency, OCRRA, has an opening on our **Compost and Organics management** team for a Solid Waste Plant Supervisor.

This position is integral to the efficient operations and production of material in our Compost sites located in Camillus & Jamesville.

The Compost Solid Waste Supervisor responsible for direct oversight and logistical management of two compost sites, reporting to the executive level manager of Transfer Operations. The position oversees the procurement and management of material flow, and site logistics including oversight of heavy equipment maintenance and repair.

The Compost Solid Waste Supervisor will oversee a small group of unionized employees. Duties could include regulatory review of site inspections, compost delivery schedules and review of daily staff assignments in a fluid environment.

A successful candidate will have a broad knowledge of Organics with a strong workable knowledge of compost management and enjoy an outdoor work environment. The duties will include a candidate's ability to share time in an office setting and possess strong communication skills, personnel management, and strategic planning capabilities.

The position is a full-time, Civil Service position eligible for NYS pension & generous fringe benefits including medical, dental, & vision insurance, NYS Retirement and savings plans, and time off accruals. The typical schedule will be weekdays however an occasional Saturday may be included but will be eligible for compensation.

Qualified candidates will possess an associate's degree with two (2) years of work experience, or its part-time equivalent, in solid waste operations, resource recovery, construction or trucking industries, one (1) year of which must have been in a supervisory capacity. Alternative qualifications are listed in the full job description below.

The position is a provisional Civil Service appointment. The annual salary range for this position is \$71,500. to \$82,000. and is commensurate with candidate experience.

Applications can be obtained on the Employment page at OCRRA.org or at the administrative offices at Elwood Davis Road. Send application, resume, and letter of interest to Michca Ballard-Fortin, OCRRA, 100 Elwood Davis Rd, North Syracuse, NY 13212 or email your response to hr@ocrra.org.

OCRRA is an equal opportunity employer.

Be part of a dynamic Leadership Team working to improve the environment!

Job Type: Full-time

Salary: \$71,500 to \$82,000 per year.

SOLID WASTE PLANT SUPERVISOR

64430

(Competitive)

DISTINGUISHING FEATURES OF THE CLASS

The work involves responsibility for planning and supervising the operations of a solid waste plant facility to maintain an adequate level of solid waste processing and transport and to maximize usage of equipment, facilities and personnel. The incumbent is responsible for developing and implementing workflow standards, schedules and work safety procedures as well as monitoring and controlling plant operations. The position is distinguished from that of Solid Waste Plant Operator by virtue of the increased responsibility for all solid waste operations, policy implementation, operational efficiency and supervision of work groups. The Plant Supervisor has greater responsibility for work planning and supervision as opposed to leading in and participating in the work. General supervision is received from the Assistant Director of Transfer Operations who allows the incumbent considerable leeway for exercising independent judgment in coordinating and controlling operational efficiency and implementing policy and procedural changes. Work is reviewed through conferences and consultations with other managers as needed. Supervision is exercised over a large number of subordinates including subordinate supervisors and crew leaders. Does related work as required.

TYPICAL WORK ACTIVITIES

- Plans, controls and supervises the activities of employees, including subordinate supervisors and crew leaders involved in the operation, maintenance and repair of machinery, tools, motorized equipment or transport vehicles in a solid waste plant and ancillary plant facility.
- Monitors the full operation and maintenance of plant machinery, equipment and facilities and maintains a constant check of work in progress to ensure that work is done efficiently, on schedule and according to approved standards and safety procedures.
- Assists in the development, revision and implementation of improved work policy and procedural standards by suggesting effective changes in the positioning of work force and machinery, enforcing schedule revisions and operational workflow procedures for handling and processing solid waste throughout the facility and in transport to landfill sites.
- Develops, implements and maintains work schedules for the repair of motorized equipment and motor vehicle maintenance to insure operational efficiency and cost effectiveness.
- Meets with and directs all transfer station employees regarding changes in standards, procedures, assignments or policy revisions.
- Reviews daily operations at major waste plant facility and makes on-site visits to ancillary plant to assess work conditions, procedures and standards.
- Assists in monitoring of scheduling and procedural changes on plant operations and reports changes to management as needed.
- Assists in reviewing employee timecards against time clock software system and investigates any discrepancies.

- Contacts and acts as liaison with supervisory personnel of service contractors and users to advise on and discuss regulations, procedures and schedules of waste delivery and drop off at the facility.
- Meets with Assistant Director of Transfer Operations to review and assess accident reports; recommends and implements changes in safety procedures and reviews past safety recommendations, changes and accomplishments in all areas of plant operation.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Good knowledge of the methods, materials and equipment used in the operational activities of a solid waste plant facility inclusive of the practices and techniques of solid waste processing.
- Good knowledge of the methods and techniques of supervision.
- Good knowledge of occupational hazards and safety procedures of the work.
- Ability to plan, schedule, assign and supervise the work of subordinates.
- Ability to establish and implement sound policy and procedural changes.
- Ability to walk in an outdoor environment with uneven surfaces and climb multiple stairs and inclines.

MINIMUM QUALIFICATIONS

Open-Competitive:

- A. Graduation from a regionally accredited or New York State registered college or university with an Associate’s Degree and two (2) years of work experience, or its part-time equivalent, in solid waste operations, resource recovery, construction or trucking industries, one (1) year of which must have been in a supervisory capacity; or,
- B. Four (4) years of work experience, or its part-time equivalent, in solid waste operations, resource recovery, construction or trucking industries, one (1) year of which must have been in a supervisory capacity.

Promotion:

Two (2) years of permanent competitive class status in the title of Solid Waste Plant Operator.