



SALT RIVER LANDFILL

A DIVISION OF
SALT RIVER PIMA-MARICOPA INDIAN COMMUNITY
4660 N. Beeline Highway/SR 87 Phone: (480)941-3427
Scottsdale, AZ 85256 Fax: (480)949-4261

CLASS SPECIFICATION

Salary Range: D.O.E

OPERATIONS SUPERVISOR

Definition

Under supervision of Landfill Operations Manager and CEO. Ensuring safe working conditions, Supervises Heavy Equipment Operators, Heavy Equipment Mechanic, Fuel and Tire Technician, and Laborers working at the Landfill. This position provides leadership, direction and support to employees by assisting team members in their duties, as required, to meet service expectations, departmental goals and objectives. Also, responsible for dust control/road maintenance and oversees landfill in the absence of the Landfill Manager and CEO.

ESSENTIAL REQUIREMENTS

- Required and predictable attendance
- Regular site visits ensure employees are performing as scheduled.
- Work extended hours at times
- Work schedules including overtime, holidays, On-Call, and weekends as needed.
- Demonstrate and promote ethical behavior
- Inspecting Dirt loads when Manager is unavailable.
- Good physical condition and stamina to perform tasks that may require lifting, bending, and prolonged standing or walking.
- Perform safety briefing before starting shifts. (morning and after lunch)

Tasks

- Maintain a safe working environment and comply with all Salt River Landfill and customer Safety policies and procedures.
- Estimates the costs of supplies, materials and equipment needed for repairs and improvements.
- Prepares, maintains and administers the annual budget. Monitors invoice and tracks spending.
- Supervises, organizes, and coordinates the daily operations of the Salt River Landfill.
- Performs inventory of parts and participates in developing, managing, and overseeing the annual budget of landfills.
- Strong interpersonal, communication, conflict resolution, leadership and team building skills.
- An ability to communicate effectively with customers and handle stressful situations in a constantly changing environment.
- Has charge of operations at the landfill in the absence of the Landfill Operations Manager.
- Assists Landfill Operations Manager with employee reviews and disciplinary actions.
- Schedules, trains, and assigns the work of Heavy Equipment Operators, Fuel/Tire Tech, Laborers/Spotters and Security Guards at the landfill.
- Assigns Heavy Equipment Operators and Laborers duties to perform during their shifts (dumpsite, brush area, convenience area, etc.)
- Responsible for dust control, road maintenance and litter control on and off the facility.
- Ensures that Operators and Laborers have proper safety equipment and are using it in a proper and safe manner.
- Prepare accident reports regarding safety issues.
- Prepare new daily cell after discussing with the Landfill Operations Manager.
- Prepares daily operator, soil cover and water application reports.
- Monitors, along with subordinate staff, that no hazardous or unacceptable waste is allowed to be dumped in the landfill and prepares random load inspections at least three times monthly.



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- Coordinates with Operations Manager on repairs, maintenance, and inspections of equipment.
- Maintain heavy equipment log of services performed and proper tagging equipment is inoperable.
- Operate heavy equipment as necessary
- Performs other duties as assigned.

Safety

- Understand and provide leadership to achieve and communicate safety goals and objectives.
- Work to remove unsafe conditions or situations related to the landfill.
- Ensure all equipment remains in working order and compliance with safety standards.
- Oversee effective safety and accident prevention programs to ensure all reasonable actions are taken to prevent accidents and injuries; ensure a safe and productive work environment for all employees; implement and maintain an effective loss control and safety program.
- Engage assigned employees in active participation to instill a culture of safety by demonstration of a personal commitment to safe operations and active personal outreach to operational employees

Knowledge, Skills, Abilities and Other Characteristics

- Thorough knowledge of the methods, tools and equipment used in the repair of landfill, construction and maintenance equipment, and vehicles
- Knowledge of methods, procedures and techniques used in landfill operation.
- Knowledge of administrative methods, procedures and techniques used in managing the resources and activities of a work unit.
- Knowledge of the operation principles and concepts of heavy equipment operation.
- Knowledge of landfill rules, regulations, policies and procedures.
- Skills in work management and work leadership.
- Skills in interpersonal relations, as applied to contacts with staff members, representatives of governmental agencies and private organizations.

Education and Experience

Requires graduation from high school supplemented by specialized technical training in gasoline and diesel engine repair and considerable experience in repairing heavy and power-driven equipment and some experience in landfill or construction and demolition waste management and operations. An equivalent combination of education and experience may be considered. Must possess a valid Arizona driver's license. Also, two years' experience working at a landfill or related area is required. Any equivalent combination of experience and training that would allow the candidate to satisfactorily perform the duties of the position may be considered when filling the position.

Physical Requirements:

Some very heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, crouching, reaching, standing, pushing, pulling, lifting, grasping, and feeling; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, vibration, hazards, and oils.



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SUBMIT RESUMES TO: Georgia Kieyoomia
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Salt River Landfill
4660 N. Beeline Highway
Scottsdale, AZ 85256

Do NOT send resumes to SRPMIC Human Resources Dept. For questions, please call 480-302-6475

Opening Date: 02/15/2025

Closing Date: Until Filled