

COMPOST PLANT DIRECTOR

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for overseeing the safe and efficient operation and maintenance of a Compost Plant containing facilities for screening, processing and receiving material relevant to the process. General direction is received from the Solid Waste Director and Commissioner of Public Works with wide leeway allowed for planning work methods and dealing with emergency conditions. Supervision is exercised over work of other subordinate personnel. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only) Supervises the operation of the plant to assure the most efficient and economic use of equipment, supplies and staff; Leads and participates in Compost Plant maintenance projects; Makes daily inspection of plant including machinery; Makes or supervises necessary tests for control of plant operation; Issues instructions for the regulation of compost and materials; Schedules and supervises the cleaning of the Compost facility; Supervises and instructs subordinate employees; Conducts periodic examinations of plant equipment and directs necessary repairs and maintenance; Conducts special studies for improvement of compost quality and plant operations; Maintains compliance for worker safety, regulatory rules and regulations; Maintains inventory of supplies, chemicals and equipment; Requisitions materials; Maintains records and prepares periodic reports on the operation of the plant; Maintains public relations and markets finished product.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the practices used and equipment required in the operation and maintenance of a Compost Plant including computers, systems controls and diagnostics. Thorough knowledge of design, operation, maintenance and diagnostics of material handling and processing equipment; Thorough knowledge of applicable state and federal compost regulations; Good knowledge of the principles and applications of physics, chemistry and microbiology as they relate to the process; Good knowledge of principles and modern practices of account keeping and budget control; Ability to supervise and participate in the operation and repair of related mechanical and electrical equipment; Ability to make routine laboratory and field tests for control of plant operation; Ability to operate heavy equipment; Ability to plan and supervise the work of subordinates; mechanical aptitude; alertness and dependability; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited NYS registered college or university with a Associate's Degree and four years experience of facility operations in wastewater treatment plant, compost plant, recycling processing facility, manufacturing, materials handling facility, commercial grade electrical installation, or commercial grade construction and maintenance, which includes two years of direct supervision. OR
- B. Graduation from high school or possession of a New York State equivalency diploma, and six years experience as described in A above, OR
- C. Eight years experience as described in A above.

Adopted 12/10/15

Reviewed 5/16/18