



TOOMBS COUNTY COMMISSIONERS

P O BOX 112
LYONS GA 30436
912-526-3311 (office)
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Toombs County, Georgia, is seeking a qualified and experienced Solid Waste Director to oversee the county's solid waste management operations. This full-time position reports directly to the County Manager and is responsible for managing eight manned collection sites and a landfill. The department consists of eight full-time employees, one contract driver, and 20 part-time collection center employees.

Position: Solid Waste Director

The Solid Waste Director is responsible for the overall management, planning, and execution of solid waste collection and landfill operations. This role ensures regulatory compliance, operational efficiency, and environmental safety while leading a team of employees.

Major Duties and responsibilities include the following:

Operations and Management

1. Staff Supervision – Lead, train, schedule, and evaluate landfill personnel.
2. Planning – Implement landfill cell layouts, fill sequences, and infrastructure plans (berms, ditches, roads), while considering weather impacts. Weather plays an important role in day to day operations, so the ideal candidate will be proactive and plan at least a week in advance.
3. Waste Management – Oversee waste management from receipt to disposal, ensuring proper coverage and handling.
4. Budget Management- Administering budgets for landfill operation, including maintenance and improvements.
5. Contract Management- Manage contracts with third party contractors for yard waste, equipment maintenance, methane, groundwater, and storm water monitoring.
6. Facility Maintenance- Ensuring the proper maintenance of landfill facilities, equipment, and infrastructure.
7. Regulatory Compliance- Monitor and ensure compliance with environmental regulations and permits.
8. Data Management- Track and document waste volume, weight, and operational metrics.
9. Community Relations- Serve as a liaison between the landfill and community, addressing concerns and promoting positive engagement.
10. Financial Reporting- Balance the daily till, reconcile landfill tickets, and submit collected funds to the Commissioner's office on a daily basis.
11. Site Operations Management-Oversee and ensure proper operation of manned collection center and the landfill:
 - Seven manned collection centers operate on Monday, Wednesday, Friday, and Saturday, from 7:00 AM to 7:00 PM and Sunday from 1:00 PM to 6:00 PM
 - The Gibson Road manned site operates seven days a week.
 - The landfill is open Monday-Thursday from 7:30 AM-6 PM, Friday from 7:30 AM-4:00 PM, and Saturday from 8:00 AM-12:00 PM.
 - The landfill is closed only on New Year's Day, Thanksgiving, and Christmas.

Safety & Environmental Compliance

1. Safety Standards- Implement and enforce workplace safety protocols.
2. Environmental Protection- Develop and apply strategies to minimize environmental impact, including erosion control, storm water management, and gas/leachate control.
3. Compliance- Ensuring compliance with all federal, state, and local regulations related to waste disposal.
4. Incident Investigation- Address and resolve any operational incidents or environmental concerns.

Abilities

- Strong oral and written communication skills.
- Ability to interact and communicate with the public, employees, and County leadership.
- Knowledge of solid waste management practices and regulatory requirements.
- Knowledge of heavy equipment.

Minimum Education and Experience:

- High School Diploma or GED.
- Minimum of four years of experience in the solid waste management or related field.
- Must possess or be willing to complete State of Georgia's Certification for Landfill Operators.
- Must possess a valid Georgia Driver's License
- Must be available after normal work hours on an emergency need basis.

Compensation:

- Commensurate with experience
- Employee Health Insurance 100% provided
- Participation in the Toombs County Defined Benefit Retirement Plan once participation requirements are met
- 11 paid Holidays after completion of Probationary Period

Please submit a completed application and/or resume to Celina Vazquez, Human Resources:
Toombs County Board of Commissioners, 100 Courthouse Square, Suite 150, Lyons, Georgia 30436, or via
email to toombscountyhr@gmail.com.

Toombs County is a Drug-Free Workplace and an Equal Employment Opportunity Employer. Successful candidate must pass a criminal background check and drug screen test.

Applications will be accepted for two weeks or until the position is filled.