

**EMPLOYMENT OPPORTUNITY
COUNTY OF SUSSEX
DIRECTOR OF ENVIRONMENTAL INSPECTIONS**

The County of Sussex Virginia is accepting applications for the position of Director of Environmental Inspections. Work involves managing and coordinating operation of the landfill, convenience centers, refuse collection, disposal program and recycling activities; overseeing the closure and post closure care requirements and activities to monitor and maintain the closed landfills; ensuring landfill operations are in compliance with state and federal requirements; reviewing and/or preparing various reports and records such as daily operation and recycling information; serving as liaison with any firm operating or otherwise involved with the County landfill; assessing equipment needs and making recommendations on equipment purchases; attending seminars and technical training to maintain knowledge and certification of solid waste regulations; promoting and ensuring proper employee training and compliance with County safety program and departmental safety procedures; ensuring that all equipment, materials and work conditions are adequately maintained to prevent accidents; reviewing monthly invoices and statements for solid waste operations for accuracy and approving for payment; directing and supervising employees within assigned areas of responsibility; evaluating personnel; overseeing the preparation and submission of departmental overall budget, monitoring and controlling expenditures within budget parameters; assisting the County Administrator in implementing initiatives and directives of the Board of Supervisors; assisting the County Administrator in establishing policies and procedures for assigned areas of responsibility; participating on staff management teams and committees as appointed by the County Administrator; planning, developing and executing long range solid waste and recycling programs according to anticipated growth, future interest and needs; preparing detailed monthly reports for the Board of Supervisors and County Administrator; responding to citizens' questions and complaints as needed; performing code enforcement for the County's Solid Waste Ordinance; developing, maintaining and administering County Solid Waste Management Plan, Conditional Use Permit and Contract and Ground Lease Agreement; must attend Board of Supervisors meetings.

Bachelor's degree (preferably in civil engineering, environmental science, biology, chemistry or related field) supplemented by technical training in solid waste disposal, landfill management or related fields; extensive experience in the management of solid waste operations which shall have included supervisory experience; at least five (5) years of related experience or any equivalent combination of acceptable education and experience providing the knowledge, abilities and skills cited above. Other duties as assigned.

Possession of a valid and appropriate driver's licenses issued by the Commonwealth of Virginia; must possess state registration as a "Certified Manager of Landfill Operations" or obtain Class I certification within 6 months.

Annual Salary Range: \$45,000.00 to \$70,000.00

Submit completed Virginia state application (**DPT Form 10-012 – Rev 10/99**), cover letter, detailed resume, salary history and work related references to: Shilton R. Butts, Assistant to the County Administrator at Post Office Box 1397, 20135 Princeton Road, Sussex, Virginia 23884 or e-mail sricks@sussexcountyva.gov. State applications can be downloaded at www.virginia.gov or by calling (434) 246 1000 to request that the application be emailed to you. If mailing or hand delivering documents, please mark the sealed envelope **“CONFIDENTIAL”**. POSITION IS OPEN UNTIL FILLED.