

Solid Waste Facility Manager Experience:

[NR 524.08\(2\)\(b\)](#) To be designated as a certified facility manager, the applicant shall satisfactorily demonstrate to the department that the applicant has **at least two years of experience** operating or being directly responsible for the operation, design, regulation, construction or administration of a solid waste facility.

Use form 4400-180 to describe the general duties performed and the dates associated with those experiences. In addition to the form, please submit detailed documentation of your experiences. This could be a letter from a supervisor, work logs, training certificate, etc. Please see below for examples of applicable experiences.

Examples of Facility Manager Duties:

[NR 524.07\(1\)](#)

(a) General landfill theory and design. Basic design concepts for liners, leachate collection systems and capping and cover systems how these features protect groundwater, surface water and air quality; the reasoning for the types of soils that need to be used, and the construction and documentation requirements; the theory of active and passive gas systems.

(b) General landfill operations. Elements of a plan of operation, how the plan of operation is implemented and modified, and how the plan of operation is enforced; handling and reporting of special waste and out-of-state waste, daily filling sequence including slopes and grades, and at a minimum how this affects windblown litter, odor, dust, tracking mud onto public roads; surface water control; site security and daily cover.

(c) General landfill maintenance. Regular maintenance of monitoring wells and leachate collection systems, cleaning and repair of the surface water control system, maintenance of the final cover system, and maintenance of the gas collection system.

(d) Monitoring and reporting requirements. Routine monitoring and reporting concerning groundwater wells, leachate head wells, lysimeter and gas wells; reporting of spills and releases and other similar occurrences, annual reporting regrading waste volumes and types, out-of-state waste and the fees associated with them.

(e) Employees health and safety. Hazardous substances, confined space entry and trench safety; health and safety plans and how the plans are developed for a particular site; precaution during screening of special wastes that cannot be brought into the facility and issues dealing with fire and explosion from landfill gas.

(f) Employee training. How to develop, implement and document training and training programs for all personnel at the facility. At a minimum this shall include programs for all persons using heavy machinery in or around the waste, scale operators, landfill maintenance personnel and environmental monitoring personnel. Where appropriate and relevant to the position, training programs shall include but not be limited to health and safety instructions, waste identification and handling, and procedures for gaining approval to accept new waste sources or types.

(g) Heavy equipment management. Handling and capabilities of landfill equipment and basic maintenance of this equipment.