



Job Description

Position:	Power Systems Manager	FLSA Status:	Exempt
Department:	Landfill Gas (LFG)	FTE:	Full Time
Reports To:	Director of Operations	Revised:	September 2024

DEFINITION:

Under general direction, the incumbent is responsible for managing the Landfill Gas (LFG) management plant and LFG well field, ensuring efficient operation, regulatory compliance, and the implementation of best practices for system reliability and performance. ReGen’s LFG system collects landfill gas as fuel for electricity generation, compressed natural gas, and flare. The incumbent develops, proposes, and manages department budget; makes recommendations for improvements to optimize ReGen Monterey’s LFG systems, performs a variety of administrative and technical tasks relative to assigned departments and ensuring efficient department operations and compliance; provides technical assistance to the department supervisors and Director of Operations.

DISTINGUISHING CHARACTERISTICS:

This is a management position with oversight responsibility of the assigned department. Positions at this class level serve as a member of ReGen’s management team and provide advice and counsel to the Director of Operations regarding strategic objectives and problem-solving issues relating to the assigned Department. This position is a member of the Management bargaining unit.

CLASSIFICATIONS DIRECTLY SUPERVISED:

Directly supervises assigned department supervisor and secondarily supervises assigned department staff of 2-4 employees.

ESSENTIAL FUNCTIONS:

The following duties are typical of this classification and are intended only to describe the various types of work that may be performed, the level of technical complexity of the assignment(s) and are not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement to address business needs and changing business practices.

- **System Management:** Oversee the operation and maintenance of landfill gas systems utilizing includes LFG engines, LFG conditioning systems, LFG flare, LFG wellfield and associated infrastructure.
- **Operational Efficiency:** Implement strategies to maximize the efficiency and performance of landfill gas systems. Monitor system performance and coordinate regular inspections and ensure troubleshooting activities are performed efficiently and as needed.
- **Project Management:** Lead and manage projects related to the enhancement, upgrade, or expansion of power systems. Ensure projects are completed on time, within budget, and meet all regulatory and safety standards. The coordination of energy recovery projects may include tasks such as indirect coordination with plant operations staff, other departments staff and external resources.
- **Regulatory Compliance:** Ensure compliance with local, state, and federal regulations related to landfill gas operations and power generation. Maintain up-to-date knowledge of relevant regulations and industry standards. Prepares regulatory compliance reports and responds to regulatory agencies as needed.
- **Team Leadership:** Supervise and mentor a team of technicians and support staff. Foster a collaborative and high-performance work environment. Direct and manage internal and external resources.
- **Budget Management:** Develop and manage budgets for power systems operations and maintenance. Identify cost-saving opportunities while maintaining system integrity and performance.
- **Data Analysis:** Analyze system data and performance metrics to identify trends, potential issues, and areas for improvement. Prepare and present reports to senior management.

- **Safety Management:** Implement and enforce safety protocols to ensure a safe working environment. Conduct regular safety audits and training sessions for staff. Conducts accident investigation of accidents occurring in assigned departments in collaboration with Safety Manager. Analyzes department safety data and develops long and short-term strategies to improve adverse accident and injury trends.
- **Stakeholder Communication:** Act as the primary point of contact for internal and external stakeholders regarding power systems. Address inquiries, provide updates, and coordinate with regulatory agencies as needed.
- **Departmental Collaboration:** Collaborates with Landfill Operations, Engineering & Compliance and other ReGen departments on cross-department permitting, reporting, auditing and inspections, and projects to meet ReGen objectives. Supports construction projects, remodels, and other special projects, when assigned.
- **Performance Management:** Establish department goals and objectives that support ReGen mission and strategic objectives; periodically report on departmental performance; manage employee performance, completes annual performance appraisals for assigned staff, coach and assist in development of department supervisors Identify staff training needs and ensure employees receive adequate training for their positions.
- The position requires excellent people, personnel management, time management, business management, written communication, and verbal communication skills.
- All District positions require the employee to provide good customer service to both internal and external customers, maintain positive and effective working relationships with other District employees, and have regular and reliable attendance and timeliness. Must show cooperation and respect to fellow employees and supervisors at all times.
- Other related duties as assigned.

DESIRABLE QUALIFICATIONS:

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

- **Education:** Bachelor's degree in engineering, environmental science, business, operations management or vocational school or 10 years of equivalent experience in the renewable gas, electric generation or energy industry preferred.
- **Knowledge:** Proven engineering knowledge and aptitude for gas collection and control system (GCCS) design, construction and system operations, along with state and federal regulations which impact GCCS design and operations.
- **Experience:** Minimum of 10 years of experience in managing power systems, with at least 3 years specifically in landfill gas operations. Demonstrated experience in system optimization and project management.
- **Technical Skills:** Strong understanding of power generation technologies, landfill gas collection and utilization systems. Proficiency in data analysis and performance monitoring tools.
- **Regulatory Knowledge:** Familiarity with California regulations and standards related to landfill gas and power generation, including environmental and safety regulations.
- **Leadership Skills:** Proven ability to lead and manage a team effectively. Excellent interpersonal and communication skills.
- **Problem-Solving:** Strong analytical and problem-solving abilities. Ability to make data-driven decisions and implement innovative solutions.
- **Certifications:** Relevant certifications in power systems or landfill gas management (e.g., OSHA 40-Hour HAZWOPER Certification, completion of SWANA's Landfill Gas Systems Operation & Maintenance is advantageous).
- **Skills:** Excellent written and verbal communication skills, intermediate computer skills (i.e., email, MS Office).

PHYSICAL AND SENSORY REQUIREMENTS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands - Frequently stand and walk on flat and uneven surfaces, stairs, steps and ladders; sit for extended periods in meetings or at desk; vision sufficient to read printed material, visual displays terminals normal range; hearing sufficient to conduct in person and telephone conversations; verbally communicate in an understandable voice with sufficient volume to be heard in a normal conversational distance, on the telephone and in addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop and reach overhead; physical mobility sufficient to move about the office and District grounds; ability to drive a vehicle; manual dexterity and hand-eye coordination sufficient to write, regular use of telephone, computer, radio, and other standard office equipment.

Mental Demands - While performing the duties of this class, employees are regularly required to use oral communication skills; read and interpret data, information, and documents; learn and apply new information or skills; perform detailed work on multiple, concurrent tasks with constant interruptions; work under deadlines and interact with all levels of District management and personnel, and the public.

Work Environment - Work is performed both in an office setting and in the field. Occasional exposure to hazardous conditions and the need for personal protective equipment (PPE) may be required; moderate exposure to foul odors, dirt, dust, outdoor conditions; constant contact with staff and the public.

ACKNOWLEDGEMENT

I verify that I have received a copy of the job description, and I understand the requirements of this position.

Employee Signature

Date

Employee Name – Please Print