



DISTRICT OF SAANICH  
ENGINEERING  
PUBLIC WORKS  
SOLID WASTE SERVICES

## **OPERATIONS COORDINATOR – SOLID WASTE SERVICES Permanent Full Time**

Do you want to be part of a great team with an exciting future? Employing more than 1500 members across 10 departments, our greatest asset is a high performing workforce. The District of Saanich provides a welcoming environment and maintains a healthy, dynamic and safe workplace that consistently attracts top-quality people and enables them to perform at their best. Our culture holds true to our motto “Populo Serviendo” – this is latin for “Serving the People.” We are looking for an Operations Coordinator to join our Solid Waste Services team!

The Public Works Division is seeking an Operations Coordinator in Solid Waste Services to coordinate and provide direction to specialized equipment operators and crews of skilled workers performing waste collection and related sanitation tasks. This position is responsible for delivering high-volume, time-sensitive programs, each with a significant public interface component, including collection of residential garbage and organics, leaf collection, street sweeping, yard and garden drop-off and public litter bin collection. These duties are all carried out in alignment with the District’s Solid Waste strategic goals and industry best practices.

Qualified candidates will have Grade 12 or equivalent; four years of related experience; proficiency with Microsoft Office Suite including word processing and spreadsheets; proficient written and oral communication skills; valid Class 3 BC Driver’s Licence with air brake endorsement; annual renewal of Driver’s Abstract; and an occupational First Aid Level 1 certificate. Supervisory experience directly related to waste management and right-hand drive experience are an asset. Candidates with an equivalent combination of education and experience may be considered.

The successful candidate will work Monday to Friday, 6:30 a.m. - 3:00 p.m. (40 hours per week).

**This is a C.U.P.E. Local 2011 position with a wage of \$44.46 per hour and an excellent benefits package.** Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). **Please apply by 11:45 p.m. on Sunday, April 28, 2024 quoting competition 24116 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7. As a component of the selection process, testing will be conducted. Only those under consideration will be contacted.

**The District of Saanich is recognized as one of BC’s Top Employers for 2024.** As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence [accessibilityHR@saanich.ca](mailto:accessibilityHR@saanich.ca). We thank all applicants for applying.