



*A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the **City of Oshawa** is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and co-operative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

**Job Title:** Regular Full-Time Manager, Waste Services

**Posting Number:** 004932

**Department:** Community Operations Services Department

**Branch:** Community & Environmental Services

**Location:** Consolidated Operations Depot

**Posting Start Date:** 2024/07/23

**Posting End Date:** 2024/08/01 by 4:30pm

**Employment Group:** Exempt

**Salary Grade:** R-\$123,651 - \$145,473 per annum

**Standard Weekly Hours of Work:** 36.25

**Shift Work Required:** No

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## **Job Description**

Reporting to the Director, Community & Environmental Services, the Manager, Waste Services is responsible for providing oversight and management for waste collection services including; directing and supervising staff, planning, budgeting and scheduling of residential waste and organic collection throughout the city.

**Responsibilities:**

- Lead, plan, direct and manage all program maintenance and collection activities
- Assign work in accordance with schedule of activities, using work order system reports for Waste Services
- Plan for emergency response and assess work for compliance with appropriate standards, legislation, rules and regulations
- Preparation and monitoring of the annual budget, business planning and financial management of programs within Waste
- Manage Human Resources within Waste, including, Performance Management, Attendance Management and Labour Relations
- Respond and resolve inquiries and issues from various stakeholders and from the general public as it relates to the delivery of programs and/or services
- Representing the City on external committees and public hearings and manage and oversee community projects and special events
- Oversee the review of sight plans, the onboarding and the assumption process for new developments
- Prepare, analyze and present reports on planning, implementation and program strategies for Waste Services

**Requirements:**

- Knowledge typically associated with the completion of a university degree in an environmental related discipline or related equivalent, plus eight (8) years' of related experience in a waste operational or maintenance environment, six (6) years' being in a managerial/leadership role, preferably in a municipal environment
- Working experience with waste operations equipment
- Ability to lead, motivate, mentor and manage employees
- Strong technical experience and in-depth knowledge of industry best practices and standards and familiar with applicable Federal, Provincial and Municipal legislation, acts and regulations
- Strong knowledge of the Occupational Health and Safety Act, Traffic Safety Act, Technical Standards and Safety Authority, Ministry of the Environment, Building Codes, CSA standards, Municipal and Planning Acts and applicable bylaws
- Advanced computer skills and experience using Microsoft Office (Access, Outlook, Word, Excel, PowerPoint), work order software and other related software
- Ability to analyze data, determine appropriate actions and prepare reports and recommendations
- Able to effectively communicate with employees, supervisors, other departments, Council and the community

Apply online at: <https://oshawa.jobs.net/en-CA/search>

As a condition of employment, the City of Oshawa will require successful candidates to undergo a Criminal Records and Judicial Matters Check.

**Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.**

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

*The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagiig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day. [Learn more](#)*

*We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.*

*The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.*

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