

Job Title: Supervisor, Waste Process

Requisition ID: 2620

Affiliation: Exempt

Position Type: Permanent Full Time

Number of Openings: 1

Bi-weekly Working Hours: 84 hours bi-weekly

Shift/Work Schedule: 5 days on, 4 days off/ 4 days on, 5 days off rotation; 12-hour shifts (subject to change)

Division/ Branch: Environmental Services, Solid Waste

Job Location: Fort McMurray

Salary: Competitive Salary

COLA: Bi-Weekly - \$480

Posted (dd/mm/yyyy):10/08/2024

Closing Date (dd/mm/yyyy): 25/08/2024

Posting Type: Internal and External

GENERAL DESCRIPTION:

The Supervisor Waste Process is responsible for the field operations of one or more waste facilities and programs in the areas of recycling, reuse, composting, energy from waste, hazardous materials screening, diversion, waste processing and disposal of waste and recyclables generated within the region. Monitors operational performance and makes recommendations for system improvements and efficiencies with special emphasis in the areas of expected tonnage, vehicle transitions and optimization, equipment maintenance and fuel usage, assist with the preparation of equipment specifications, award of bids, equipment rental needs, and coordination of contract services.

Employee Development: Performs supervisory tasks for assigned team members. Works with team to plan and balance workload. Ensures that the team is managed fairly and consistently and that work processes are followed and coordinated to guarantee service levels. Mentors, coaches, and provides support to staff.

Research and Implementation: Participates in the continuous research, development, improvement, and implementation of effective departmental strategies, tools, and guidelines based on the Municipality's best practices and landfill & transfer station guidelines. Analyzes the effectiveness of departmental programs and makes suggestions for further improvement. Provides input on department business plans, initiatives, and budget to ensure continuous achievement of department goals. Responsible for profit & loss statement for waste process.

Departmental Guidance: Identifies, recommends, and implements measures for improving long range waste disposal and diversion management. Maintains communication with external agencies and departments of the provincial government involved in landfill management operations, permitting and analytical/legal requirements to maintain operations. Identifies and recommends customer service standards relating to waste disposal and diversion management and responds to customer complaints and concerns.

QUALIFICATIONS

KNOWLEDGE, SKILLS, AND ABILITIES:

Candidates need to show evidence of the following:

- Ability to empower people, strong organizational skills, and use of innovative approaches in situations involving rapid change, shifting priorities, and/or simultaneous demands.
- Excellent interpersonal, analytical, and communication skills, as well as a demonstrated ability to assess situations from a business perspective.
- Strong team player with a collaborative style and project management and facilitation skills.
- Proven customer focus with demonstrated ability to build effective relationships with internal customers, external providers, and industry contacts.

- Adherence to administrative directives, policy, and legal requirements with knowledge of multicultural and other diversity and inclusion issues and strategies.
- Proficient in various software applications.
- Sound, practical judgment using independent decision making.
- Knowledge of all equipment used in solid waste management operations.

EDUCATION REQUIREMENTS:

- An Environmental Diploma is required.
- Manager of Landfill Operations (MOLO) is required.
- Further SWANA Certifications and experience are assets.
- An equivalent combination of education and work experience may be considered.

WORK EXPERIENCE REQUIREMENTS:

- Seven (7) years experience in a municipal waste processing environment with a minimum of two (2) years experience in a leadership/supervisory capacity.
- Experience working in a public sector environment with unionized and non-unionized employees considered an asset.

OTHER REQUIREMENTS:

- Submission of a Criminal Record Check.
- A valid Class Five (5) Operator's License is preferred as incumbent may be required to operate a personal or municipal vehicle for business use on a regular basis.
- Must be willing to work outdoors in all weather conditions.
- May be required to work in unsanitary conditions, therefore, immunizations are strongly recommended.

SAFETY:

As an employee of the Regional Municipality of Wood Buffalo, the incumbent is responsible and accountable for knowing and working in accordance with the Health and Safety Directive. As per Section 2 of the Occupational Health and Safety Act, the incumbent shall ensure, while in the employ of the Regional Municipality of Wood Buffalo, the health and safety of employees, contractors and the public.

This position is employed in a supervisory capacity. As such, the employee is required to obtain additional safety training in accordance with municipal procedures and directives.

**To apply: Please visit our website at jobs.rmwb.ca
Current employees must apply through the internal careers site.
We appreciate the interest of all applicants; however, only those individuals
selected for interviews will be contacted. Late applications will not be accepted.**