



**"Service Excellence
for our Communities"**

**The Works Department of the Regional Municipality of Durham
is seeking an experienced**

Waste Management Manager

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Reporting to the Director of Waste Management,

The incumbent will:

- Manage, co-ordinate and administrate the implementation of new and emerging Waste Management initiatives, special projects and programs
- Manage, co-ordinate and administrate the Perpetual Care Program for the Region's landfill sites, both open and closed
- **Manage, co-ordinate and administrate the implementation of the Energy from Waste project**
- Provide professional advisory services to internal and external parties and/or agencies in response to Waste Management initiatives
- Manage the annual budget for the Waste Management Division
- Manage and oversee the development of ongoing human resources, staff training and education
- Develop Waste Management program policies
- Prepare and oversee the preparation of formal reports and work plans for staff, Regional and local committees, area municipalities, Regional Council and senior management staff on waste related topics
- Participate in public information meetings and respond to public inquiries

The successful applicant will possess:

- A Post Secondary degree in Applied Science in Civil or Chemical Engineering
- Registration as a Professional Engineer in Ontario
- Extensive work related experience in municipal administration and waste operations, safety, customer service, communications, team assignments, supervision, labour relations and financial accountability
- Knowledge and understanding of Waste Management planning, programs, operations and technology for recycling, composting, reuse, transfer stations as well as landfill disposal, municipal legislation and administration, budgets, tenders, operating environments, labour relations and collective agreements and Health and Safety regulations
- Experience working with Microsoft Office software (Word, Excel, Access)
- Excellent verbal and written communication skills, project management, analytical and problem solving, coaching and mentoring, leading, mediating, negotiating and facilitating skills

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