

# SANITATION MANAGER

Competition #J0421-0274

Located in the heartland of northern Saskatchewan, the City of Prince Albert is a vibrant and innovative municipality that prides itself on being a family focused community. Situated just minutes from lake country the City of Prince Albert is a recreational paradise that offers all the benefits of big city amenities including access to arts, entertainment and unique cultural experiences. The City is leading the way in creating an active, prosperous and healthy City of opportunity for our 36,000 residents. We are in search of ambitious, passionate and talented individuals who are looking for a rewarding career that supports work life balance. Come enjoy a balanced way of living at the City of Prince Albert.

The City of Prince Albert is currently seeking to fill the permanent, full-time position of Sanitation Manager.

The Sanitation Manager is tasked with the leadership and oversight of the Sanitation Division, within the Department of Public Works, to ensure the proper collection and disposal of garbage, recycling and yard waste for the City of Prince Albert in accordance with the guidelines and regulations set by the Saskatchewan Ministry of Environment and in alignment with City's service priorities. The Sanitation Manager will be responsible to lead staff in the deployment of these services, as well as set the direction and be responsible for the proper deployment of landfill operations and development in accordance with industry best practices, relevant regulations and customer service.

## Principle Duties & Responsibilities:

- Providing strong leadership for the Sanitation Division, supervising and scheduling work, and managing the performance of employees in order to meet the division goals.
- Investigate and respond to various sanitation issues forwarded through City Council, senior administration and public inquiries.
- Ensure efficient pickup and handling of garbage, recycling and yard waste, including determining effective collection routes, and proper placement of waste materials in the landfill cells.
- Develop and recommend budget requirements for the Sanitation division, and monitor and track expenditures.
- Administering the annual environmental monitoring program, the Landfill Operations Plan, and all other relevant landfill guidance documents.
- Ensure monitoring and report to Ministry of Environment, and any other regulating bodies, is completed and submitted accurately.
- Develop strategies and processes to promote and ensure efficient handling of recycling and increased diversion of waste from Landfill.
- Administration of contracts for projects related to Sanitation and Landfill activities.
- Review and recommend updates to existing Bylaws, or creation of new Bylaws as required.
- Making presentations presentation to City Council, city residents and outside agencies.
- Plan, Manage and execute various programs and projects (short and long range) for the Sanitation Division.
- Act as City liaison with the North Central Saskatchewan Waste Management Corporation (NCSWMC).

## Required Qualifications:

- Minimum 2-year post-secondary diploma in an applicable civil or environmental engineering field.
- 5 years of progressive solid waste experience and at least 2 years of supervisory/ management experience.

## Key Knowledge, Technical Skills and Abilities:

- Knowledge of federal and provincial regulatory acts relevant to waste collection and environmental issues, including but not limited to the Saskatchewan Environmental Code and the Saskatchewan Municipal Refuse Management Regulations.
- Knowledge of industry best practices for landfill operations.

To explore this opportunity in complete confidence, please apply online with a resume and cover letter by the end of the day on **Friday, April 23, 2021** at <http://citypa.ca/City-Hall/Job-Opportunities>