



Make working for
The City work for you.



Waste Officer

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](https://www.calgary.ca). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As the Waste Officer, you will take the lead on the planning of waste and recycling infrastructure for privately owned and operated facilities and coordinate corporate groups in the ongoing enforcement to ensure limited negative impacts related to these operations. You will also provide subject matter expertise on private waste and recycling infrastructure, private transfer stations, private haulers, access to regional facilities, role of public sector facilities, and the role of the municipal sector in the overall industry. Primary duties include:

- Lead and implement the cross-corporate Action Plan to minimize negative impacts of privately operated waste and recycling sites. Manage projects and workplans, implement timelines and tasks, collect and analyze data, coordinate content and write reports.
- Coordinate corporate policy initiatives related to private waste and recycling facilities to enhance effectiveness, avoid redundancy, and prevent unintended consequences for operators and Calgarians.
- Lead an inter-departmental working group to provide centralized coordination of ongoing inspections and enforcement activities and to respond to new complaints and non-compliance issues. Collaborate with internal business units to recommend actions to address issues and achieve compliance. Coordinate inspection and enforcement activities on sites.
- Communicate to Council and senior management to provide key messages, speaking notes and project updates. Escalate issues to senior management to ensure resolution on sites.
- Support the team Chair by assisting in organizing meetings. Ensure the team has representation from appropriate groups. Provide an up-to-date version of City Waste Management Facility Setback Variance Guide.
- Lead the development of guidance documents. Ensure compliance with current regulations in the transportation, handling and disposal of waste and recycling on sites.
- Collaborate with Governmental Relations to maintain a list of regulatory challenges and develop a strategy to advocate for changes. Collaborate to develop a strategy to align City regulations with neighbouring regional jurisdictions.

Qualifications

- A degree in Environmental Science, Environmental Studies, Environmental Planning/Policy, Environmental/Natural Resource Management, Urban/Regional Planning, Public Policy, or a related field and at least 5 years of project or program management experience directly related to the waste management industry, including strategic planning, program development and implementation, complex problem solving, project management, research/analysis, and/or engagement/facilitation; OR
- A graduate degree in Environmental Science, Environmental Studies, Environmental Planning/Policy, Environmental/Natural Resource Management, Urban/Regional Planning, Public Policy, or a related field and at least 3 years of project or program management experience directly related to the waste management industry. Experience should include including strategic planning, program development and implementation, complex problem solving, project management, research/analysis, and/or engagement/facilitation.
- Familiar with regulatory requirements and approval process related to waste management.
- A valid Class 5 Driver's Licence (or provincial equivalent), with no more than 6 demerits and no current suspensions or charges pending OR; a valid Graduated Driver's Licence (GDL) with no more than 4 demerits and no current suspensions or charges pending.
- Strong abilities in critical thinking and analysis; strategic planning and project management; collaboration and relationship-building.
- Success in this role requires customer focus, sound decision making, and communication skills.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: CUPE Local 38
Position Type: 1 Permanent
Compensation: Pay Grade 12 \$44.20 - 59.09 per hour
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: City and Regional Planning
Location: 625 25 Avenue SE
Days of Work: This position works a 5 day work week with 1 day off in a 3 week cycle.
Apply By: October 5, 2023
Job ID #: 308371

Apply online at www.calgary.ca/careers