



**EMPLOYMENT OPPORTUNITY**  
**Manager of Solid Waste**  
**Permanent Full-Time**  
**Job #26-029**

There has never been a better time for you to step into municipal employment and have a strong role in shaping your future, your career, and the community. We believe that our values of diversity, collaboration, innovation and mutual respect bring out the best in our team and are currently accepting applications for a permanent full-time Manager of Solid Waste. This position reports to the Director of Infrastructure Services, and indirectly to the Regional Landfill Authority.

This position is responsible for the operation, maintenance, and the supervision of the regional landfill site and transfer station for the Whitecourt Regional Solid Waste Management Authority. The position will work 40 hours per week. Must be prepared to work overtime and be on call as required.

**Key duties will include:**

- Through subordinates supervises the safe and efficient transport and disposal of solid waste, including household, industrial, infectious, and household hazardous materials
- Coordinates solid waste operations with planning and engineering staff to ensure the success of new programs and facilities; analyzes landfill operations and ensures compliance with federal and provincial regulations
- Manages the development, revision, and implementation of policies and procedures for transfer station and landfill operations; drafts budget for transfer station and landfill operations
- Represents the Authority to the public in matters related to solid waste operations and to private waste haulers regarding safety and operational issues
- Maintain accurate records, reporting systems and suitable office procedures for various areas of operation, maintenance and accounting

**The successful candidate will possess the following qualifications:**

- A sound knowledge: of principles and practices of integrated solid waste management; provincial and federal laws pertaining to solid waste management; contract administration
- Able to prepare narrative and statistical reports; analyze data and situations, make recommendations, and formulate options, strategies, and solutions.
- Minimum of five years of supervisory/managerial related experience preferably in a municipal government setting.
- Must possess and maintain a valid Class 5 Driver's License
- Landfill Operator Certification through AE&P.

**Physical Demands and Work Conditions for this position include:**

- Occasional lifting of materials, parts, and equipment up to 50+ lbs.
- Physical maneuvers such as bending, kneeling, crouching, trunk rotation, pushing, and pulling.
- Outdoor work in all weather conditions including heat, cold, rain, snow, and wind.
- Work performed on uneven, wet, icy, or slippery surfaces
- Exposure to noise, odours, liquid waste products and mechanical equipment

The Town of Whitecourt is committed to its employees and provides a competitive salary, benefits and pension plan. The successful applicant will be required to pass a pre-employment medical and criminal record check, and provide a driver's abstract, prior to being hired.

If you feel that you have the qualifications and desire to be part of the Town Team, please submit your resume to the following address by 4:00 p.m. on Friday, April 24, 2026.

Town of Whitecourt  
Re: Job #26-029  
Box 509, 5004 – 52 Avenue  
Whitecourt, AB T7S 1N6  
Fax: 780-778-5179  
Email: [hr@whitecourt.ca](mailto:hr@whitecourt.ca)  
Attention: HR/Payroll Clerk

**We thank all applicants for their interest, however, only those selected for an interview will be contacted further.**