



Solid Waste Supervisor

Full-time (40 hours per week)

Located within the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples, the Town of The Blue Mountains is a four-season community with stunning natural features, including the Niagara Escarpment, Beaver Valley and the Georgian Bay shoreline. Internationally recognized as a four-season tourism destination, The Blue Mountains offers a high-quality lifestyle that caters to families looking to build a solid foundation, adventurers looking to go off the beaten path and relaxation seekers taking in and experiencing the very best the area has to offer.

The Town is looking for people with a shared commitment to building a sustainable community, as well as shared values of integrity, inclusivity, excellence, accountability, and stewardship for the well-being of our residents.

Come gain a unique experience in the 2nd fastest growing municipality in Canada!

Position Summary:

Reporting to the Manager of Sustainability and Solid Waste, the Solid Waste Supervisor will provide leadership to a team of employees and associated contractors carrying out operations, maintenance activities and related activities of the Solid Waste Division within the Operations Department. Additionally, they will focus on the supervision, maintenance and operation of the Town's Solid Waste Disposal Site, Composting and Hazardous Waste Facilities.

Key Duties and Responsibilities:

- Supervise Disposal Site employees with respect to the day-to-day functions of the Solid Waste Division, including delegating work, establishing priorities, coordinating scheduling and overtime requirements and ensuring timelines and goals are achieved.
- Responsible for operation and maintenance of the Town Waste Disposal Site as required by Town policies and in accordance with Ministry of Environment, Conservation and Parks Regulations, Environmental Compliance Approval, excess soil rules and regulations and all other relevant legislation.
- Report to the manager on a regular basis regarding the status of projects, functions and activities of the landfill group.
- Provide recommendations and advice to Manager for consideration during capital project and operational planning.
- Under the direction of the Manager, supervise the work of the Solid Waste Division staff and apply department/division policies and procedures.

- Involved with evaluating quality of work, maintaining work standards, and resolving issues between Solid Waste Division staff.
- Assist with providing employee training, ensuring that all applicable compliance requirements are met. Demonstrate and instruct on methods / techniques needed to accomplish assigned tasks.
- Coordinate the tracking and organization of excess soil receiving on Site, by following established soil management plan and with assistance from the manager.
- Develop and lead purchasing of operational and capital equipment and site services, including writing specifications and following Town purchasing policy.
- Assist the Manager with the direction of construction and operation maintenance activities carried out by the Solid Waste Division including independently coordinating resources and directing works crew and contractors.
- Demonstrate and instruct on methods/techniques needed to accomplish assigned tasks.
- Assist in the development, administration and maintenance of accurate and comprehensive records consistent with Environmental Protection Act, Hazardous Waste Info Network, Transportation of Dangerous Goods Act, Site Environmental Compliance Approval and related to compost processing, Site inspections, household hazardous waste and Site/building/equipment maintenance.
- Perform required duties related to the implementation of waste diversion and reduction strategies and programs of the Town as assigned and to remain familiar with related policies and procedures, Ministry of the Environment Regulations and Site Environmental Compliance Approval pertaining to the operation of the Site.
- Maintain accurate and comprehensive digital records consistent with Environmental Protection Act, Hazardous Waste Info Network, Transportation of Dangerous Goods Act, Site Environmental Compliance Approval.
- Order and maintain equipment and supplies associated with hazardous, electronic waste and other programs.
- Monitor and maintain facility and equipment including Site inspections.
- Assist with ensuring effective and efficient day to day operations and maintenance of all Disposal and Compost Site facilities, procedures and services, including:
 - Ensure proper separation and unloading of waste, compost and recyclables in approved locations
 - Control and direct traffic within the Landfill Site

- Monitor compost and recycling programs by taking samples and maintaining records.
- Will be required to have familiarity with and from time to time operate heavy equipment and other tools and machinery to effectively complete Site operations and maintenance, and provide relief to operators.
- Ability to operate vehicle scale and have a practical working knowledge of scale and software, and provide relief to attendant from time to time.
- Coordinate with and assist other staff, contractors, government inspectors, special interest groups and the public on matters pertaining to Waste Disposal Site, (i.e. material covering, recycling, tire and steel removal, refrigeration CFC removal, hazardous and electronic waste) as directed by the Manager and in accordance with Town and other legislative policies and practices.
- Assist other departments and divisions as directed by the Manager by providing equipment operation and / or manual labour.
- Promotes a high standard of customer service to the public as well as to all internal customers.
- Personally comply with all health and safety practices as it relates to the work, standard operating guidelines and the Occupational Health and Safety Act.
- Performs other duties as required.

What you will need:

- High School Diploma or equivalent is required.
- Minimum of 5 years related experience in supervising disposal site operations, construction or mining operations or other comparable field.
- Demonstrated competency in heavy equipment operation.
- Physical ability to perform landfill and operations activities.
- Strong knowledge of the Occupational Health & Safety Act.
- Demonstrated ability to delegate, set expectations, and monitor progress of all direct reports.
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills.
- Effective leadership skills, with a strong focus on mentoring and motivation of employees.

- High level of sound and independent judgment and reasoning.
- Strong time management, communication, and problem-solving skills.
- Ability to interpret and implement company policies and procedures.
- Highly flexible, with solid interpersonal skills that allow one to work effectively in a diverse working environment
- Able to effectively communicate both verbally and in writing
- Able to work well under pressure
- Strong attention to detail
- Working knowledge of Microsoft computer software (e.g. Excel, Word, etc.) and email
- Valid First Aid certificate is an asset
- Solid Waste Association of North America - Manger of Landfill Operations Certification an asset.

What we offer:

This is a full-time opportunity with the Town. The hourly rate for this role is **\$36.25- \$42.41 /hr (2024 Rate)**. The Town also offers the following to our contract employees:

- Perks & Discounts
- Wellness Programs
- Health & Dental Benefits * full-time & 12 month + contracts only
- OMERS
- Work / Life Flexibility
- Professional Development & Education Opportunities

A detailed job description and instructions on how to apply are available on the Town's website, <https://can241.dayforcehcm.com/CandidatePortal/en-US/thebluemtns/Posting/View/34> under Town Hall - Employment Opportunities.

The submission deadline for applications is **4:30 p.m. on Tuesday, August 6, 2024**. Please note: Qualified candidates will be considered in advance of the closing date.

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA), please advise the Human Resources Department to ensure your accessibility needs are accommodated throughout this process. Personal information provided by the applicants is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of candidate selection.

We thank all candidates for their interest; however, only those selected for an interview will be contacted.