



The fifth largest city in BC, and with one of the fastest growing economies in the country, Abbotsford is truly a community of opportunity.

As an employer, Abbotsford is not your typical municipality. We value progress, customer service, integrity and our unique ability to provide diverse innovative services.

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## **Solid Waste & Recycling Coordinator**

We are currently offering an exciting opportunity in our Engineering Department for a Solid Waste and Recycling Coordinator. The incumbent will work closely with the Solid Waste & Environmental Engineer, Water & Solid Waste Engineering Director, and the Abbotsford Mission Recycling Program.

This is complex technical and public relations work at the technologist level to coordinate and develop the City solid waste, recycling, and composting diversion programs. Under the supervision of an engineer, duties are performed in accordance with well defined engineering practices and departmental policies; however, the incumbent is required to exercise some independence of judgement and action in day-to-day activities. Work performance is reviewed and evaluated by an engineer in terms of results achieved and effectiveness of programs provided.

Specific responsibilities include:

- Works to develop strategies to increase waste diversion in all sectors including residential, commercial, and institutional, through consultation with all sectors and with relevant government agencies. Coordinates implements and champions these strategies.
- Designs and implements public educational and promotional programs, events and strategies to promote awareness and participation in recycling, composting, household hazardous waste and related activities, for all sectors.
- Liaises with, and responds to enquiries from, the public, external agencies, community groups, private sector, staff, and others as required.
- Collects and analyses data and costs, prepares status reports and budget estimates on City recycling and solid waste programs, and provides recommendations.
- Undertakes solid waste and recycling contract administration, including invoice payment, preparation of tender documents, recommending award of contract.
- Performs other related duties as assigned.

### **Qualifications:**

- Degree or Diploma in environmental engineering technology or related discipline;
- 3 years related experience and knowledge of solid waste, recycling and composting;
- Courses in communications or public relations are preferred;
- Valid B.C. Driver's License.

If you are looking for a challenge and an opportunity to make an impact in a fast growing municipality, this is the opportunity for you!

To learn more about this position and to submit your resume and cover letter for consideration, please visit us online at [www.abbotsford.ca/careers](http://www.abbotsford.ca/careers) by June 27, 2010.

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