



**Career Opportunity
Green Cart Utility worker (Permanent Full-Time)**

The Valley Region Solid Waste-Resource Management Authority (Valley Waste-Resource Management) is a regional solid waste-resource management authority under the Environment Act. The Authority operates the municipal solid waste system in the Valley Region. Valley Waste is seeking candidates to fill the full-time permanent position of **Green Cart Utility Worker**.

The Green Cart Utility Worker reports to the Communications Manager and should be prepared to perform all functions of the job on a daily basis as listed below. The key functions of the position are:

1) Green Cart Management

- Perform green cart deliveries, exchanges and repairs;
- Prepare sorting containers and materials for special events;
- Prepare, maintain and retrieve any necessary records related to citizens and green carts;
- Receive and organize carts and cart inventory control;
- Prepare green carts that are no longer usable for final recycling

2) Special Event Support

- The Green Cart Utility Worker will provide support to the communications and enforcement team with the development of community waste programs and public outreach events as needed;
- The Green Cart Utility Worker will also provide support to the communications and enforcement team in responding to environmental clean-ups that take place across the Valley Region.

3) General Knowledge and Communication as well as Customer Services

- Become familiar with roads and collection routing in the Valley Region and associated mapping;
- Become familiar with the Valley Waste-Resource Management Bylaw and Policies;

The successful incumbent will have:

- Must have a good telephone manner and be a good trouble shooter
- Excellent people skills and an outgoing manner
- Able to assimilate wide range of information
- Able and willing to work in a team environment
- Experience with Solid Waste and/or municipal administration an asset
- Familiar with standard office computer applications
- Familiarity with maps and mapping systems
- A valid driver's license

This is a full-time position. Compensation includes a competitive salary and benefits plan including an 8% employer/employee matched pension plan. Please submit your written application by 4:30pm, May 4, 2021. Please merge your cover letter and resume into one document. **Submissions should outline the applicant's education, past experience, training and other related qualifications that would allow the applicant to successfully perform the duties of the position.**

To Apply:

- Please demonstrate in your application how you meet the above qualifications.
- To apply for this position, please e-mail your application (cover letter/resume) to careers@vwrm.com or drop off a copy of your application in person at the offices of Valley Waste-Resource Management located at 90 Donald E. Hiltz Connector Road, Kentville, Nova Scotia.
- Offer of employment is conditional upon the completion of all applicable background checks and confirmation of credentials, the results of which must be satisfactory to the employer or will result in termination of your employment. Checks may include one or all of the following: references, employment verification, criminal background and education.

The Valley Region Solid Waste-Resource Management Authority thanks all candidates for the interest in this position; however, only those selected for an interview will be contacted.