



JOB OPPORTUNITY

Supervisor Operations Control, Recycle BC

Who we are:

Recycle BC is a not-for-profit organization responsible for residential packaging and paper recycling throughout British Columbia. Recycle BC ensures packaging and paper is collected from households and recycling depots, sorted and recycled responsibly. The Recycle BC program is funded by businesses, like retailers, manufacturers and restaurants that supply packaging and paper to BC residents, to shift recycling costs away from homeowners. Learn more at [Learn more at RecycleBC.ca](https://www.recyclebc.ca).

What we care about:

We care about our business and our people. We want to work with a motivated, detail-driven team player who will build great relationships with our small, dedicated team, our service partners and our stakeholders. Our values of innovation, trust, knowledge, service and respect should resonate with you.

We offer competitive salaries and an extensive benefits package that includes a Professional Development benefit, Personal Wellness Benefit, RRSP matching program, and medical/dental group benefit coverage.

Position Overview:

The Supervisor, Operations Control for Recycle BC provides field oversight to key receiving facilities and functions within the Recycle BC network to ensure that operational issues are brought forward and managed expeditiously and cooperatively between Recycle BC and the post-collection service provider's respective teams. This position, shared between Recycle BC and the post-collection service provider, was developed, and implemented to positively affect supply chain results for the overall network. This position has a primary and direct report to Manager, Post-Collection, Recycle BC; the post-collection service provider partner will provide guidance and direction through this person and the Recycle BC manager as required.

This role is a 12-month term contract, to cover a maternity leave starting in January 2022.

Principal Duties and Responsibilities:

- Oversight of depot material movement to trouble-shoot field issues.
- Oversee the receiving and quality of depot material from Recycle BC's extensive depot network to have quick liaison between collection and post-collection to resolve issues and improve the effectiveness and efficiency of the handling of this material.
- Review data and depot logistics to find efficiencies.
- Work with depot hauler network to ensure quality and accuracy of material hauled and reported, as well as efficiency of the network itself.
- Provide support to the post-collection receiving facility network.

- Monitor contamination rates of inbound material. This role will have visibility to inbound materials from collectors as well as to the management of the materials as they are weighed, tipped, and handled, to provide insights to both teams on issues and potential remedies.
 - Provide support to the audit process and oversight of sample collection at receiving facilities.
 - Oversee and support glass streams and contamination reduction methodologies.
 - Oversight of receiving, transfer, and consolidation stations.
 - Troubleshoot issues such as hauling wait times, contaminated loads, suspected ICI content, general congestion, etc. This position would work to ensure that operational issues are brought forward and managed expeditiously and cooperatively between Recycle BC and the post-collection service provider's respective teams.
 - Work with post-collection service provider on logistics - provide a better understanding of the logistics network in the system and how transporters are utilized within the province.
 - Other duties as assigned.
For example, this matrixed role is expected to provide knowledge and direct experience to the various working groups, and support to the Manager, Post-Collection, Recycle BC as needed.
 - This position has no direct supervision (Resources/budget) and is responsible for achieving program plan targets within the approved annual operating plans within the approved budget.
- **Interpersonal/Communications:**
 - **Internal Relationships:**
 - This position will require access to Recycle BC supply chain's data for validation and evaluation of processes.
 - This position requires sensitive handling of confidential material and must respect each company's respective policies on sharing of confidential material.
 - This position liaises with each of the Recycle BC post-collection service provider's working groups to ensure that workflow as it impacts joint activities is optimized and that operational issues are brought forward and managed expeditiously and cooperatively between Recycle BC and the post-collection service provider's respective teams.
 - This position liaises with respective RRA personnel as needed on operational issues and keeps communications open between Recycle BC/RRA and the post-collection service provider's respective teams as issues are brought forward and resolved.
 - This position liaises with respective post-collection personnel as needed on operational issues and keeps communications open between the post-collection service provider and Recycle BC/RRA as issues are brought forward and resolved.
 - **External Relationships:**
 - Interact with various external stakeholders including:
 - Collection and post-collection service providers and their sub-contracted partners as applicable
 - Provincial waste management associations
 - Stewardship Agencies of BC and other Extended Producer Responsibility programs
 - Supply chain auditors/consultants

Knowledge, Skills and Experience:

- Post-secondary education related to an engineering background (i.e., industrial or manufacturing engineer), Business Administration, professional designation from a recognized procurement or logistics organization, or equivalent experience.
- At least 5-7 years' experience in education field (as above), operational optimization, waste management or logistics contracting.

- Knowledge of waste management, materials management and logistics or related operational business activities is an asset.
- Strong negotiation and conflict resolution skills.
- Good verbal communications skills.
- Excellent relationship management skills.
- This position will require an individual who is able to communicate well with individuals at all levels of an organization in various roles and who is able to work in an environment that is open to the elements, may be dirty and surrounded with heavy machinery and processing equipment.
- Very strong analytical skills and numbers acumen.
- Flexible work schedule requiring periods of extended working hours to meet deadlines during peak periods.
- Ability to work in an environment that is open to the elements and may be dirty and surrounded with heavy machinery and processing equipment.
- Requires travel within the province to meet with collection, transportation, and processing partners. Valid driver's license is required.

To Apply:

Please send cover letter and resume demonstrating why you would be a great fit for our team to humanresources@cssalliance.ca by January 28, 2021.

Please indicate in the subject line which role you are applying for. We thank all candidates for their interest, however, only those under consideration will be contacted.

Recycle BC is an equal opportunity employer.