

Knowledge, Skills & Abilities Required:
Environment

Category: Administrative

Education/Certifications	<ul style="list-style-type: none"> • Degree or diploma in engineering technology, environmental studies, or related field • Certificate in office administration
Experience	<ul style="list-style-type: none"> • Municipal solid waste and/or waste reduction management and practices • Operation of solid waste management/reduction and diversion programs • Drafting & general engineering construction
Skills/Abilities	<ul style="list-style-type: none"> • Communication • Leadership • Organization & Project Management • Customer Service
Ongoing Training	<ul style="list-style-type: none"> • Industry related training
Common Career	<ul style="list-style-type: none"> • Coordinator – Waste Diversion • Administrative Assistant • Planning & Research Analyst