



## **Job Vacancy – Waste Management Officer**

**Hours:** 15 per week

**salary:** £6500 per annum

The Role will involve working in the Stronsay Recycling Centre overseeing the collection and processing of cardboard and paper waste safely into briquettes with due consideration for the environment, while conforming to government regulations.

### Key Responsibilities

- Oversee waste management schemes
- Process cardboard and paper waste into briquettes using specialized equipment
- Assist with the development, promotion and implementation of education workshops
- Maintain accurate records and complete a monthly report on activity
- Attend relevant training courses when necessary
- Train and supervise the volunteers required to run a textile and tool share scheme at the Stronsay recycling centre
- Prepare and distribute publicity materials
- Keep up to date with changes in legislation and initiatives
- Work with the Energy Efficiency Officer to distribute briquettes

### Key skills required

No qualifications are required; however, a good level of education is desirable.

Candidates should possess confidence, initiative and good general IT and organisational skills.

Communication skills are important, and candidates should be able to demonstrate a genuine interest in and understanding of the environment and sustainability issues.

Although the work will mainly involve the daytime opening hours of the recycling centre you will be required to work some evenings and weekends to accommodate the implementation of education workshops.

This position is funded through the Scottish Government's Climate Challenge Fund and the European Regional Development Fund.

