

# TOWNSHIP OF EVESHAM

## JOB OPPORTUNITY

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**TITLE:** DIVISION SUPERVISOR, SANITATION & RECYCLING  
**DEPARTMENT:** Public Works  
**SALARY:** Minimum - \$60,000  
**SCHEDULE:** Generally Monday through Friday – 7AM – 3PM  
Flexibility with schedule as necessary for efficient operation of department;  
must be available for emergency operations

### POSITION SUMMARY:

Under the supervision of the Superintendent and/or Assistant Superintendent of Public Works, schedules tasks and performs routing inspections of collection routes, insures safe working conditions. Manages the Recycling Program, Clean communities Programs, and related tasks and reporting. Oversees the operation of the Recycling Center.

### POSITION QUALIFICATIONS:

Minimum HS grad/equivalent. Post-High School/college level coursework preferred with BA or AA a plus. Previous experience in refuse collection, including vehicle operation and maintenance with preference given to experience in Municipal Refuse Collection and Recycling; previous supervisory experience and preparation of Recycling Grants and Recycling Programs preferred. Must have valid NJ CDL, Class B. Prefer current Certified Public Works Manager Certification, Certified Recycling Professional, Certified Clean Communities Coordinator or ability to obtain within State guidelines.

### SPECIALIZED SKILLS/KNOWLEDGE:

Knowledge of refuse collection practices, including separation of trash for recycling; knowledge of equipment needed for collection and maintenance of said equipment; knowledge of accident prevention measures and ability to instruct personnel in working safety precautions; general knowledge of computers and relevant software; ability to give clear oral and written directions to subordinates, maintain discipline and morale in the workforce; ability to establish and maintain effective working relationships with employees and general public; ability to construct and present meaningful oral and written reports; knowledge and skill in estimating time and cost for projects.

Interested and qualified candidates should submit resume to: Township of Evesham, Human Resources Office, 984 Tuckerton Road, Marlton, NJ 08053; or [hr@evesham-nj.gov](mailto:hr@evesham-nj.gov) by Monday, December 3, 2018. EOE.