

Manager- Receiving and Shredding

BlueOak Arkansas LLC is a Midwest-based electronic scrap (e-scrap) refiner seeking a manager for its receiving, and shredding operations. The successful candidate will be responsible for startup, training and day-to-day management for all receiving and shredding operations.

Responsibilities

- Establish and implement the required systems to receive and shred e-scrap, and well as optimize these processes to assure required internal and customer standards are maintained
- Interface closely with sampling operations to ensure accurate determination of values for customer settlement
- Ensure furnace feeding specifications and expectations are consistently met
- Manage existing and future development of written and hands on training protocols for all receiving and shredding operations and lead selection and training of team members
- Maintain receiving and shredding operations within expected cost per pound metrics
- Lead development of environmental health and safety procedures and policies for receiving and shredding operations
- Lead maintenance for shredding operations
- Manage resource planning, IT functions, customer communication and support related to the receiving and shredding operations

Skills and Experience

- Strong e-waste and non-ferrous scrap recycling background
- Experience in customer-facing e-scrap receiving operations, including ability to visually reconcile received e-waste with bills of lading, packing slips and sales contracts
- Experience in establishing or overseeing shredding operations for heterogeneous materials (e.g. e-scrap)
- Experience with sampling of precious metal containing scrap is preferred
- Specific areas of experience:
 - Grouping of materials by unique qualities, maximizing operational efficiency, and lowering measurable risk
 - Coordinating with procurement/sales on inbound materials
 - Coordinating with customers during audit and inspection phases of processing
- Demonstrated success in dealing with the uncertainties of scrap
- Team oriented, capable of developing and growing a best in class shredding line, including technical and administrative support personnel

Qualifications

- 2+ years of experience in receiving and shredding management of e-waste in target industries such as:
 - Pre-processors, dismantlers and OEM end of life programs
 - Precious metal refiners
 - Secondary smelters
- Able to work in a dynamic fast paced environment
- High energy with excellent team based motivational skills
- Strong knowledge of international standards and specifications used in valuing end of life electronics, shredding and the precious metals refining industry

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