



CITY OF SUGAR LAND

ENVIRONMENTAL MANAGER (Solid Waste and Stormwater)

City of Sugar Land

www.sugarlandtx.gov/jobs

SALARY: \$29.72 - \$34.18 Hourly

The City of Sugar Land Environmental & Neighborhood Services Department is seeking a knowledgeable and motivated individual for the Environmental Manager position.

The primary responsibility of the Environmental Manager is to manage the solid waste and recycling program including contract management, personnel, program finances, budget, and customer service. This position will also effectively manage and coordinate compliance with state and federal regulations relating to air quality, solid waste, recycling, energy reduction, and debris management.

- Oversee, supervise and coordinate the programs, services and activities of the Solid Waste Division and Stormwater program.
- Manage and monitor the solid waste contractor for compliance with contract and ordinance requirements.
- Manage the daily operation and long term planning of residential, commercial, and internal solid waste and recycling.
- Implement best practices in the environmental field.
- Prepare and implement the Solid Waste Division's budget and monitor revenues and expenditures in assigned area to assure sound fiscal control.
- Provide exemplary customer service to all individuals by demonstrating a willingness to be attentive, understanding, responsive, fair, courteous and respectful.
- Manage and monitor the debris management contractor for compliance with contract and state and federal requirements.
- Ensure compliance with City policies and procedures.
- Represent the division, attend City Council meetings as necessary, prepare and present items to City Council for consideration and approval; attend staff meetings; participate in mandated training and staff development.
- Represent the City at various local, County and State meetings.
- Manage program(s) within Environmental & Neighborhood Services as assigned by the Director or Assistant Director of Environmental & Neighborhood Services.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Business Administration, Public Administration/Management or environmental field from an accredited school or university. Other combinations of experience and education that meet the minimum qualification may be substituted. Master's degree is preferred.
- A minimum of three (3) years of progressively responsible experience in municipal government, city administration or strategic planning with proven capabilities to manage large projects and supervise the work of others.
- Experience in solid waste industry is preferred
- Valid Texas Driver's License.

ADDITIONAL INFORMATION:

It's an exciting time to join the City of Sugar Land! Visit our website to see our great City and its development and opportunities.

Attachments to the application shall include, but not limited to the following: a cover letter, resume and a list of 3-5 professional references.

This position is open until filled and may close at any time without notice. First review of applications begins on December 28, 2015. Please visit our website at www.sugarlandtx.gov to apply online.