**Job Profile - Recycling Manager**

**Job Title: Recycling Manager**

**Job Grade: Level 4, Zone 2**

**Salary Range: £41,952 - £48,663**

**About Camden**

‘Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we’re not just home to UK’s fast-growing economy. We’re home to the most important conversations happening today. And we’re making radical social change a reality, so that nobody gets left behind. Here’s where you can help decide a better future for us all. We are looking for a Recycling Manager to develop and implement a strategic framework which will improve the recycling performance of north London.

**About the role**

To manage the MRF contract for the transfer and processing of the Authority’s mixed dry recyclables.

To support the Authority in the management and development of recycling arrangements delivered by London Energy Limited on behalf of the Authority .

To continuously improve recycling service provision through innovation and partnership working with constituent Boroughs and service contractors.

To lead the Authority’s procurement of waste and resource treatment service contracts.

To provide technical advice to a spectrum of stakeholders.

**About you**

Essential

* Experience of managing large and complex service contracts with an estimated annual value of £8 million per year.
* Excellent interpersonal and written and verbal communication skills
* Experience of effective stakeholder management
* Proven track record of procuring OJEU contracts in excess of £1 million
* Proficient in using Microsoft packages such as Outlook, Word, PowerPoint and Excel
* Advanced understanding of legislation and statutory obligations in this field, e.g. Environmental Protection Act 1990, Controlled Waste Regulations 2012, MRF Code of Practice, TEEP regulations, Health and Safety legislation
* Experience of demonstrating commitment and integrating Equalities and Valuing Diversity principles in service delivery.
* Ability to work as part of the team and on own initiative.
* Good organisational skills - ability to manage conflicting priorities, handle a busy workload and meet frequently changing deadlines.
* Eye for detail and good analytical skills.
* Valid UK driving licence and willingness to drive an Authority vehicle
* Holder of a relevant degree or equivalent qualification

Desirable:

* Certificate of Technical Competence (COTC)
* IOSH Managing Safely Qualification
* Knowledge of using Microsoft Project
* Advanced Microsoft Excel skills
* Member Chartered Institute of Waste Management (CIWM)
* CIPS certification

**Work Environment:**

The NLWA offices are in Tottenham Hale (and have been since 1998); the successful applicant will be based here but must be prepared to be based at any location within the NLWA area.

**People Management Responsibilities:**

No management

**Relationships:**

Liaise with internal staff, the Senior Management Team, contractors, Borough Service Managers, Borough Directors of Environment and external industry professionals.

**Over to you**

We’re ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we’re supporting people, and we’ll redefine what a career can be. If that sounds good to you, we’d love to talk

**Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](http://camdocs.camden.gov.uk/HPRMWebDrawer/Record/8081811/file/document?inline).

**Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and other ethnic groups, those who identify as LGBT+, neurodiverse and disabled people. Click [Diversity and Inclusion](https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page2) for more information on our commitment.

**Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn’t.

At Camden we are proud to be one of Hire Me My Way’s inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

**Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,