

Part-Time Transfer Facility Administrator – Pittsfield, NH

BCEP (Barnstead – Chichester – Epsom – Pittsfield) Solid Waste District is seeking applicants for a part-time Administrator to ensure the efficient management of all operation and planning activities of the facility.

The successful candidate must have the ability to work under direction of a committee in leading a crew of six in operation of a four town transfer station. The ideal candidate will possess excellent interpersonal and communication skills; enjoy working with the public; and be self-motivated with the ability to manage multiple priorities.

Requirements include (or the ability to obtain within six (6) months) State of New Hampshire Solid Waste Operators License, State of New Hampshire Weighmasters License. Educational background in Environmental Engineering, Engineering or Business Administration or equivalent combination of experience and education. Attendance at evening committee meetings (usually once a month) and occasional Saturday work will be required.

This job posting is not intended to be all inclusive but rather a general scope of duties.

All employees are subject to pre-employment background checks and drug and alcohol testing.

This is an exempt, salaried position.

To Apply: Send resume and cover letter by November 20, 2020, to Hugh Curley, Interim District Administrator, PO Box 426, Pittsfield, NH 03263 or electronically to hugh@bcepsolidwaste.com.

Salary Range: Negotiable depending on qualifications. BCEP Solid Waste District is an equal opportunity employer.

Closing Date: November 20, 2020.