

## **BCEP Job Opportunity**

### **Full Time Transfer Facility Administrator – Pittsfield, NH**

BCEP (Barnstead – Chichester – Epsom – Pittsfield) Solid Waste District is seeking applicants for an Administrator to ensure the efficient management of all operational and planning activities and annual budget of the facility.

The successful candidate must have the ability to work in conjunction with a 4 town District committee, leading a crew of 5 full time and 2 part time employees in the daily operation of a four-town transfer station. The ideal candidate will possess a minimum of 5 years solid waste industry, logistics or engineering combined with 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 months) State of New Hampshire Solid Waste Operators License and State of New Hampshire Weighmasters License. Educational background in Business Administration, Environmental Engineering, 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 April 1, 2024, to Jill Lavin, Treasurer, PO Box 426, Pittsfield, NH 03263 or electronically to [jlavin@bcepsolidwaste.com](mailto:jlavin@bcepsolidwaste.com).

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

**Closing Date:** April 1, 2024.