



Canada Fibers Ltd.
130 Arrow Road
Toronto, ON M9M 2M1
416-253-0400
canadafibersltd.com

Canada Fibers is an URBAN MINING COMPANY, mining resources above ground from the waste stream so that we do not need to extract precious resources from the earth itself. We lead our industry in conserving finite resources, reducing greenhouse gas emissions and saving landfill capacity.

With over 25 years of industry experience, we have the expertise required to develop, implement and manage your recycling and waste reduction programs.

Canada Fibers Ltd, is looking for a **RECYCLING SUPERVISOR – MATERIAL AUDITOR** to join our growing team in Toronto.

As a member of our team, you will be responsible for ensuring material audits are conducted according to material specifications set out in a variety of contracts. We are looking for an individual who is self-motivated and adapts well to a fast-paced environment. Following safe work practices and procedures is essential to achieve success in this role.

The Supervisor will ensure teams are sorting recycled material to determine percentage of commodities of each bale. The results of the audit will determine whether the bale of material meets quality standards.

Essential Job Responsibilities:

- Ensure audits are performed accurately without compromise.
- Collaborate with various municipalities to schedule audits according to contractual obligations.
- Schedule and supervise requested audits from the sales teams, operations managers and other municipalities upon immediate request, with approval from Departmental Manager.
- Internal data management of all audit documentation, including data reconciliation between third party auditors and municipalities.
- Update inbound composition spreadsheets daily and document materials found in audits.
- Catalog numerous photographs of waste audits.
- Train new hires on policies, procedures and regulations governing numerous municipal contracts.
- Train audit team based on audit requirements as per contracts outlined by the Departmental Manager.
- Communicate with supervisors/managers and consultants regarding audit disputes arising with the municipal contract(s), when required.
- Ensure audits are conducted in a uniform fashion across multiple facilities according to contracts and/or market specifications.
- Ensure audit team members are auditing material according to specific requirements as outlined by each municipal contract.
- Ensure Quality Assurance/Quality Control guidelines are adhered to as laid out in the contracts.
- Other duties as assigned.

Interested candidates, please submit your resume to: robin.sharkey@canadafibersltd.com. Please reference the job title in the subject line.

Competitive compensation and benefit package. Canada Fibers Ltd is an equal opportunity employer. We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Canada Fibers Ltd. is committed to providing reasonable accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs in all stages of the hiring process.