

WEST HOLLYWOOD The Creative City



ENVIRONMENTAL PROGRAMS COORDINATOR

\$6,814 - \$8,06 monthly—plus excellent benefits!

Our employees choose careers at the City of West Hollywood for many reasons. Some like being associated with an award winning and innovative public agency that has remained true to its commitment of providing social services to those in need of support. Others are drawn to the endless opportunities for professional growth, meaningful work, and being part of a place that continues to make history with the protection of human rights.

You are invited to work for a cutting edge government that maintains an unparalleled commitment to addressing the needs of its diverse community. The Environmental Programs Coordinator serves as a lead staff member in our innovative City Engineer Division. The ideal candidate is an effective communicator with a proven track record of working with multiple levels of management, staff and service providers. This position manages all aspects of the City's franchise contract for solid waste and recycling services, provides oversight for the National Pollution Discharge Elimination permit and ensures adherence to the requirements of the City's solid waste ordinance.

Requirements: The candidate must have a Bachelor's degree from an accredited four-year college or university in a related field; and, three to four years of progressively responsible related experience; or any combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job. OSHA Health and Safety Training Certification and valid California Driver's License required. Environmental Studies Certification (desirable).

Applications are due September 3, 2014 by 5:00 pm.

Applicants must submit a City job application with the Human Resources Division by the filing deadline. To apply and view additional job information please visit www.weho.org/services/employment. If you are unable to submit your application materials online you can obtain an application package by contacting (323) 848-6860 or at City Hall, 8300 Santa Monica Blvd., West Hollywood, CA 90069. Postmarks will not be accepted. AA/EOE

If you have questions or need special accommodations with the recruitment process, please contact Seantea Burroughs at (323) 848-6365 or sburroughs@weho.org

