

**Expired**



## **Branch Manager**

**Posted by Collective Waste Solutions**

**Posting Date :** 03-Nov-2025

**Closing Date :** 23-Nov-2025

**Location :** Calgary

**Salary :** \$Starting from \$100,000 CAD Per Year

### **Job Requirements**

- **Education:** GED or Highschool
- **Language:** English
- **Years of Experience:** 5 years
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job ID:** DISJ3277515

### **Job Description:**

**Role Description:**

This is a full-time, on-site role for a **Branch Manager**, located in **Calgary, AB**. The Branch Manager, reporting to the VP of Operations is accountable for the leadership, performance, and strategic direction of a local branch. This role ensures operational excellence, customer satisfaction, and team development, with safety and regulatory compliance as top priorities.

## **KEY RESPONSIBILITIES**

### **Safety Leadership**

- Champion a proactive safety culture across all branch operations.
- Ensure full compliance with health, safety, and environmental regulations.
- Conduct regular safety audits, training sessions, and emergency preparedness drills.
- Lead incident investigations and drive timely corrective actions.

### **Operational Oversight**

- Direct daily branch operations to meet performance targets and service standards.
- Optimize resource allocation and operational workflows.
- Monitor KPIs and implement continuous improvement initiatives

### **Team Management**

- Recruit, train, and mentor staff to build a high-performing, safety-conscious team.
- Foster a positive and inclusive work environment.
- Conduct performance reviews and support employee development.

### **Customer & Stakeholder Engagement**

- Build and maintain strong relationships with clients, vendors, and community partners.
- Resolve customer issues promptly and professionally.
- Represent the branch in regional meetings and strategic initiatives.

### **Financial Accountability**

- Manage budgets, forecasts, and financial reporting.
- Identify opportunities for cost savings and revenue growth.

## **QUALIFICATIONS**

### **Education**

- High School or GED equivalent; post-secondary education.
- Courses in business management, leadership, and environmental waste regulation are assets.
- Certifications:
  - First Aid
  - Leadership for Safety Excellence

### **Experience**

- Minimum 5 years in a field operations management role with direct supervisory experience.
- Intermediate computer literacy (Microsoft Office, databases, spreadsheets).

- Proven experience in coaching, training, and performance improvement.
- Broad knowledge of waste/environmental services and AER regulations.

### **Knowledge/Skills**

- Strong planning and organizational skills in fast-paced environments.
- Strategic and proactive problem-solving abilities.
- Collaborative decision-making and effective communication.
- Time management and multitasking proficiency.
- Familiarity with business accounting and reporting, including profit and loss analysis.
- Understanding of HR processes, DOT, OSHA, and Waste Management regulations.
- Strong leadership, coaching, and motivational skills.

### **What We Offer?**

- Competitive Compensation and Benefits
- Work-Life Balance
- Professional Development
- Safety-First Culture
- Supportive Leadership
- Community & Sustainability Impact

- Employee Recognition

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [recruitment@collectivewaste.ca](mailto:recruitment@collectivewaste.ca)

**Posted on Disabled job Portal**