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## Waste Manager Resume

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### Job Objective

Looking for an opportunity to put my skills and training to work for your company by acquiring the position of Waste Manager.

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### Highlights of Qualifications:

- Experience in ensuring recycling of solid waste and performing all radiochemistry work in waste collection environment
  - Operational knowledge of hazardous waste management regulations such as DOT and OSHA
  - Huge knowledge of solid waste collection and practices
  - Exceptional ability to operate solid waste collection equipments
  - Remarkable ability supervise working and provide technical direction
  - Ability to plan and conduct safety training program
  - Familiarity with EPA, DOT and OSHA regulations governing hazardous waste management
  - Ability to prepare and maintain accurate and complete records and reports
  - Wide knowledge of current solid waste collection trends and practices
  - Good understanding occupational hazards and following all safety regulations
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### Professional Experience:

#### Waste Manager

Tegrastaff, Inc., Manhattan, NY  
October 2008 – Present

- Reviewed work of all employees and ensured efficient working.
- Managed solid waste and ensured its proper recycling.
- Scheduled collection routes for employees and assisted in resolving all customer complaints.
- Prepared public education programs and assisted in implementation of same.
- Analyzed collection of waste material and recommended safe and efficient collection of all recyclable goods.
- Investigated all accidents and ensured no damage to property.
- Developed by research specifications for various waste collection equipments.
- Prepared necessary reports in compliance to necessary policies.

#### Waste Specialist

Aerotek, Manhattan, NY  
August 2003 – September 2008

- Ensured compliance to all waste management regulations and transportation of hazardous materials.
- Maintained knowledge on all treatment storage plans and disposal of waste materials.
- Administered Solid Waste Information Tracking Systems and ensured its regular updating.
- Evaluated chemical wastes and its compatibility.
- Analyzed and interpreted all laboratory findings.
- Assisted employees in various waste packaging methods.

#### Waste Supervisor

Swagelok, Manhattan, NY  
May 1998 – July 2003

- Supervised working of staff members and administered efficient working of employees and resolved all complaints.
  - Monitored collection routes and ensured compliance to proper procedures and practices.
  - Evaluated all equipments for assignments and prepared employee sheet to ensure smooth working.
  - Prepared vehicle logs and collated all data to prepare a monthly mileage report.
  - Performed audits if required to verify number of containers.
  - Participated and conducted various safety meetings to train employees.
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### Education:

Bachelor's Degree in Business Administration  
Lyon College, Batesville, AR

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