



SOLID WASTE PROJECT MANAGER | PLANNING

Firm Background:

Founded in 1982, J.R. Miller & Associates (JRMA) has successfully provided planning, design and engineering services for solid waste and recycling facility owners, public entities, and design/build construction contractors with a focus on functionality, efficiency, and operational excellence. Today, our firm has over 60 employees with offices in Brea, CA, Portland, OR, Houston, TX, San Carlos, CA, and Lexington, KY. We have played a key role in designing over 175 solid waste facilities which includes many award-winning transfer stations throughout the western United States as well as facilities for material recovery, organics processing (e.g., anaerobic digestion (AD) facilities and composting facilities), household hazardous waste, gatehouse and scale complexes, self-haul and recycling drop-off centers, vehicle maintenance and corporate yard operations, administrative offices and employee centers.

To learn more about us please visit <http://www.jrma.com/about-us/>.

Job Summary

The Solid Waste Project Manager | Planning will have a dual role of management of solid waste, recycling and organics processing projects and assist with solid waste business development efforts. Project management activities will focus on solid waste management planning, feasibility studies, and facility programming/operational planning. Work activities will be coordinated with the Pacific Northwest Regional Manager and the Principal / Solid Waste. Candidate must demonstrate leadership experience in taking a project from planning, through conceptual design, but is not responsible for managing design projects. The position can be based out of our downtown Portland office on a hybrid work schedule or based remotely in Oregon, or Washington or northern California.

Project Management Responsibilities:

- Will establish and maintain budgets, and schedules, and lead JRMA efforts to deliver projects to client and contract expectations. Has primary responsibility for client contact and authority to direct, control, and monitor all project activities, including project closeout and client debrief. Requires strong ability to multi-task and prioritize.
- Coordinate the work of professional staff and subconsultants throughout project assignments; completing project tasks; coordinate with clients in the execution of work; and participate in permitting activities as applicable.

Business Development Responsibilities:

- Represent JRMA in a professional manner to clients, colleagues, peers and the public.
- Support focused business development activities related to transfer stations, material recovery facilities, and organic waste processing facilities in the Pacific Northwest and Northern California, including projects that include facility master planning and feasibility studies. This would include development and maintenance of strong and productive client relationships, project-specific positioning activities, proposal preparation, and industry or academic presentations consistent with JRMA business development processes.

Qualifications

- Bachelor Degree from an accredited university or equivalent demonstrated proficiency.
- Minimum of 10 years of experience, including 5 years in the solid waste management industry.
- At least 5 years of experience planning, coordinating, and administering solid waste projects through various planning phases.
- Experience in client management, and in positioning for add-on work with existing clients and/or development of new client relationships.
- Operational knowledge of transfers stations, MRFs, and/or organics processing facilities is preferred.

Communication and Collaboration

Commitment to:

- Work in a collaborative, team-oriented culture
- Develop and promote the firm's vision, mission, and core values in collaboration with other senior leaders.
- Establish productive working relationships, and deal effectively and cooperatively with clients, team members, consultants, and government agencies.
- Direct overall verbal and graphic communication of complex project concepts to clients, public agencies, and project team members, and be primary point of contact for all client issues.
- Keep Pacific Northwest Regional Manager current on the status of projects.
- Keep Principal / Solid Waste apprised of key business development activities.

Position Location: Downtown Portland, or remote in Oregon, Washington, or Northern California

Reports To: Pacific Northwest Regional Manager and Principal / Solid Waste

Hiring contact: Kevin McCarthy, kevinm@jrma.com, 650-248-7440

Please email cover letter and resume to Kevin McCarthy