



CAREER OPPORTUNITY

ABOUT US:

Environmental and Technical Solutions Inc. (ETS) has established a state-of-the-art waste treatment facility with technological advanced waste treatment equipment inclusive of Indirect Thermal Desorption Unit (ITDU), Hazardous Waste Incineration, Wastewater Processing Farm, Processing of Special Hazardous Waste (fluorescent tubes, aerosol cans, etc.) and shredding of IBCs and drums, tank cleaning services and spill response services. Additionally, ETS offers the rental of a variety of Cargo Carrying Units (CCUs).

Operations Assistant

As the Operations Assistant, you will aid the HSE Coordinator in executing daily administrative tasks, assist the Environmental Department with daily data entry, perform regular walkthroughs of the facility, oversee daily operations and ensure that they are executed to Environmental and Technical Solutions' HSE standards.

Minimum Qualifications & Requirements

Candidate must have:

- *Diploma in Environmental Studies and/or Health, Safety and Environment (HSE) or Project Management.*
- *Any relevant certification/and or experience in Environmental Studies and/or Health, Safety and Environment (HSE).*

Skill Requirements

- Ability to understand, follow, implement and maintain safety procedures and policies.
- Excellent communication skills and attention to detail.
- Strong time management skills.
- Must have the ability to work well with others.
- Must be flexible to work late hours and weekends if needed.
- Ability to document all information associated with waste management.
- Ability to utilize Microsoft Word, Microsoft Excel and PowerPoint Presentations.

Remuneration

- Compensation will be based on academic qualifications and experience.

Only shortlisted candidates will be contacted.

Applications along with three (3) professional references should be emailed to jramprasad@etsigy.com and sramsammy@etsigy.com.

CLOSING DATE FOR APPLICATIONS: 1st OCTOBER 2024