# Waste Sustainability Officer

## **Job Description**

Employees provide quotations, inform and educate clients on waste management / sustainability matters and sell products and services.

## **Summary of Training**

- · Respond to waste emergency
- Determine waste management services
- Identify wastes and hazards
- · Contribute to workplace safety arrangements
- Respond to customer enquiries and complaints
- Maintain environmental procedures
- Implement waste management plan
- Manually sort waste
- Inform and educate clients on waste management issues
- Organise waste recovery
- Store waste
- Dispatch processed waste
- Monitor contained waste
- Provide quotation
- Maintain business records
- Maintain computer files
- Support continuous improvement systems and processes

### Note

This is one sample of the skills a person will learn when they undertake this qualification as an Australian Apprentice. Most qualifications have a wider range of skills options from which to choose. In some cases additional prerequisite training may have to be completed. This sample is provided as a guide only. For more details seek advice from GreenSkills.

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