



**JOB TITLE:** Operations Management Trainee

**REPORTS TO:** Operations Manager

**JOB TYPE:** Full-time, Non-Exempt

**LOCATION:** Metalico Buffalo (127 Fillmore Ave, Buffalo NY 14210)

**HOURS:** Monday - Friday 7:30am – 4:00pm, Saturdays as needed

**General Purpose & Qualifications:**

Recycling facilities located in Buffalo/Niagara Region seeks eager trainee to learn our business from the ground up. We will train the right person, no scrap metal experience necessary BUT must possess the following work qualities:

- Willingness to learn in a fast paced, inclement weather, dusty work environment.
- Must be able to effectively communicate with customers
- Must be able to lift minimum of 30 lbs.
- Must be able to work full week & half day some Saturdays
- Heavy equipment skills a plus (forklift, skid steer, loaders, material handlers)
- Ability to read analyze expenses and gross margin analysis
- Strong organizational and administrative skills
- Strong communication skills
- Must be able and willing to travel between multiple locations in the region on a regular basis
- Recent Two-Year or Four-Year Degree.

**Summary:**

The purpose of this position is to learn all areas of the recycling business, and build a strong knowledge of the industry, in order to support the management team and needs of the company.

The Management trainee will be responsible for the following:

- Evaluate the safety/environmental needs and make recommendations to the Manager;
- Review and make recommendations to the Manager for the quality produced of our finished products;
- Ensure adherence to customer specifications and make recommendations to Management on ways to expand margins;
- Assist Management with employee training regarding operating and maintaining equipment;
- Become familiar with all processing operations and costs. Become knowledgeable enough to determine how material is to be processed through Metalico's operating facilities and make recommendations to Ops Manager as needed;



- Conduct himself/herself with professionalism and be responsive to all internal and external customers;
- Handle all disputes in a timely and effective manner. Effectiveness is defined as protection of both Metalico and the interests of the disputed party;
- Conduct himself/herself according to Metalico's values
- Attend relevant training/information sessions with the intent of becoming more knowledgeable;
- Responsible for planning and requesting capital needs;
- Follow all Metalico procedures regarding his/her activities;
- Direct Report will be to the Operations Manager;

Metalico is an **Equal Employment Opportunity** and Affirmative Action Employer. All qualified applicants will receive consideration for employment without regards to that individual's race, color, religion or creed, national origin or ancestry, sex (including pregnancy), sexual orientation, gender identity, age, physical or mental disability, veteran status, genetic information, ethnicity, citizenship, or any other characteristic protected by law.

#### ***About Metalico, Inc.***

*Metalico is a leading full-service, broadly diversified scrap metal recycler, principally operating in the Northeastern United States. Our scrap operations source, buy, process, and sell four distinct groups of commodity metals for use in the manufacture of new products:*

- *We recycle scrap steel and iron, which is sold primarily to domestic mills and foundries.*
- *We recycle non-ferrous metals, principally aluminum, copper, lead, and nickel-based steel and high temperature alloys.*

*These products are sold to domestic manufacturers and, to a lesser extent, to the export markets. Metalico today employs 600 people in 27 operating locations across 6 states. Metalico is headquartered in Cranford, New Jersey.*