RPRA
Resource Productivity & Recovery Authority

Audit & Risk Manager Job Description

November 2026

Are you passionate about protecting the environment? Do you go out of your way to reduce, reuse, and recycle? Do you envision a waste-free future?

If you answered yes to those questions, then we'd like to hear from you.

We are the Resource Productivity and Recovery Authority (RPRA), Ontario's circular economy regulator.
Our vision is a waste-free and prosperous Ontario. And our mission is to support waste reduction and resource recovery by enforcing compliance with Ontario's producer responsibility laws, providing registry services to our regulated community, and reporting publicly on Ontario's progress towards a circular economy.

We are looking for a talented and committed individual to join us as a Audit & Risk Manager to support the government's efforts to protect the environment and advance a new economy in which all waste is reused, recycled, and reintegrated.

Supervisory Relationships

Reports to: Director, Verification & Inspections
Direct Reports: Audit & Risk Lead, Audit & Risk Officers

Job Summary

The Audit & Risk Manager, is responsible for the overall operations of RPRA's audit, verification functions, as well as the application of risk-based compliance framework to verification & audit of registry data, ensuring alignment across people, processes, and maintaining the integrity of supply and performance data submitted into RPRA's registry systems.

This role is critical in expanding RPRA's capacity to analyze, verify, and validate both supply and performance data. This position is directly responsible for maintaining the integrity of data submitted into our registry systems under Ontario's producer responsibility laws; the Resource Recovery and Circular Economy Act, 2016 (RRCEA), and its subordinate regulations. Leading a dedicated team of audit professionals, the Manager will oversee the systematic deployment of the RPRA's Verification Framework, proactively ensuring data is validated through desk inspections, verification inspections, audits inspection, and other targeted inspection campaigns related to data integrity.

This role focuses on ensuring that data processes meet rigorous standards of accuracy, consistency, and reliability. This role ensures the public trust necessary to advance a prosperous, waste-free Ontario.

Essential Duties and Responsibilities

Audit & Inspection Leadership (35%)

- Provides necessary supervision and guidance to ensure that Audit & Risk Officers are effectively validating producer supply data, including leading the development and optimization of risk-based decision-making processes.
- Accountable for the consistent execution of desk reviews, verification inspections, and audits in accordance with the established Verification Framework, including escalation and resolution of complex or high-risk cases.
- Ensures regulated entities are reporting data accurately and thoroughly.
- Reviews audit findings, summary reports, and team recommendations to ensure alignment with registry procedures and compliance requirements.

Targeted Inspection Campaigns & Strategy (30%)

- Provides necessary supervision and guidance to ensure that Audit & Risk Officers are effectively validating producer supply data.
- Implements approved strategic priorities, risk tolerance, and success measures for annual, targeted inspection campaigns designed to validate supply data at scale.
- Identifies risk areas within the registry data to continually move producers into compliance with system objectives.
- Maintains comprehensive documentation of audit outcomes, systemic risks, and follow-up compliance frameworks.
- Adheres to modern regulator principles, ensuring communications with regulated parties support compliance.
- Provides oversight and accountability for the use of external auditors, verifiers, and technical vendors, including approval of scope, performance monitoring, and assurance over deliverables.

Reporting, Analysis, and Public Trust (15%)

- Ensures that performance and supply data used to report on Ontario's progress toward a waste-free future remains reliable, credible, and defensible to stakeholders and the public.
- Oversees the Audit & Risk team in the delivery of registrant support services and providing guidance to registrants on verification requirements, ensuring consistent application of established processes and training registrants to comply.
- Identifies and executes best practices in data processes to ensure data accuracy, consistency, completeness, and reliability.
- Reviews reports and communications to ensure accuracy, consistency, and alignment for internal leadership and external public presentation.

Leadership (20%)

- Manages, mentors and builds out the growing Audit & Risk team, including role clarity, individual performance management, structured training mentoring and capability development across the Audit & Risk function.
- Champions an organizational culture of collaboration and continuous improvement.

Other Duties

- Perform other duties as assigned.

Job Qualifications

Education

- Post-secondary education in accounting, statistics, or mathematics.
- Chartered Professional Accountant (CPA), or equivalent professional designation.

Experience

- Six or more years of experience in regulatory compliance, auditing, or risk management.
- Demonstrated experience managing or leading technical teams of auditors, inspectors, and/or data analysts.
- Demonstrated experience setting strategic direction, governance frameworks, or organizational risk tolerance in a regulatory or compliance environment.

Other Knowledge, Skills, Abilities

- Strong background in data management, data verification frameworks, and statistical analysis.
- Knowledge of Ontario's circular economy and the RRCEA regulations (Tires, HSP, Batteries, EEE, Lighting, Blue Box).
- Solid grounding in financial management, entry-level accounting, and/or economics. Meticulous attention to detail and data accuracy.
- Proven ability to analyze, synthesize complex information, and produce defensible reports.
- Strong project management skills with outstanding documentation capabilities.
- Results-driven and metrics-focused with a distinct passion for continuous operational improvement.
- Excellent interpersonal and leadership skills, with a demonstrated ability to collaborate across teams and manage diverse stakeholder relations.
- Superb oral and written communication, as well as complex problem-solving skills.
- Discretion and exceptional judgment when handling highly confidential financial and supply information.
- Advanced proficiency in Microsoft Word, Outlook, and Excel.
- Experience working with Salesforce or similar CRM/registry database systems is an asset.
- Knowledge and understanding of the circular economy and environmental regulations is considered an asset.
- Ability to communicate fluently in French is considered an asset.

Travel Requirements

- Occasional travel within Ontario may be required for on-site audits.

Physical Demands

- Office/Desk Job

Working with the Resource Productivity and Recovery Authority

You will be a part of a collaborative team doing ground-breaking and meaningful work with a critical environmental and economic mission.

This is a full-time permanent role, working Monday to Friday from 9:00 a.m. to 5:00 p.m., with flexibility as needed. Our highly attractive total compensation plan includes a competitive salary (commensurate with experience), pension benefits, health benefits, personal days, and three weeks of vacation to start.

We have a hybrid work arrangements and support flexible work schedules. Remote work is expected to be completed from a location within Ontario. Our office is conveniently located at 175 Bloor St East in Toronto.

RPRA is committed to a professional, respectful work environment where employee safety and well-being are prioritized, and harassment of any kind is not tolerated.
We strive to build a team that reflects the diversity of the community we work in and encourage applications from traditionally underrepresented groups such as women, visible minorities, Indigenous peoples, people identifying as LGBTQ2SI, veterans, and people with disabilities.
RPRA welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.
The Resource Productivity and Recovery Authority utilizes artificial intelligence (AI) to screen and assess applicants for this position based on pre-defined, job-related criteria. AI acts as a supporting tool, but all final decisions are made by human HR professionals and hiring managers.

Target salary range: Min: $101,909 - Mid: $127,386 – Max: $152,864

How to apply

Apply via Linkedin and submit your cover letter and resume (Name_JobTitle_2026) with the Subject Line: Name JobTitle - 2026 at: **careers@rpra.ca**