Technical Audit & Inspection 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 Technical Audit & Inspection 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, Verifications & Inspections

Job Summary

The Technical Audit & Inspection Manager is responsible for the planning, oversight and execution of field-based compliance activities under the Resource Recovery and Circular Economy Act, 2016 (RRCEA). This role is critical in ensuring the Resource Productivity and Recovery Authority has confidence in the weight-based performance and supply data in the registry, with a particular focus on inspections of collection and recycling facilities. This Manager will oversee the execution of field-based compliance activities that validate the physical flow of materials through Ontario's circular economy, including validating supply weights, the proper sampling of weight data and contamination rates at Material Recovery Facilities (MRFs) and verifying process and performance data from Producer Responsibility Organizations (PROs). As a new net function for RPRA, the Technical Audit & Inspection Manager will play a significant role in building the team and overall function.

The Manager will lead the function of conducting sampling across various regulated streams, including Tires, Hazardous & Special Producers (HSP), Batteries, Electrical & Electronic Equipment (EEE), Lighting, and the Paper, Packing and Packaging-like products collected through the curbside Blue Box program, ensuring consistent, accurate, and evidence-based validation of regulatory compliance through field-based inspections. This role also collaborates closely with the Audit & Risk Team. The Technical Audit & Inspection Team will be critical to helping ensure RPRA has confidence in the weight-based data in the registry, with a focus on onsite inspections validating weight evidence of material flows and recovered resources. The team will also help verify the weights of supply-side packaging. Working alongside the Audit & Risk Team, the Technical Audit & Inspection Team will ensure that there is high confidence that the data received is valid.

Essential Duties and Responsibilities

Managing Technical Audit & Inspections (40%)

- Develop, manage and update inspection plans to support risk-based compliance, and manage the day-to-day technical audit & inspection functions being undertaken by the team.
- Manages recommendations and referrals of inspections cases to the Compliance & Operations Team for enforcement.
- Leads and manages a team of Technical Audit & Inspection Officers, ensuring high standards of data accuracy, and adherence to recycling regulations during field operations.
- Oversees sampling, inspection and testing protocols for material recovery and supplied unit weight, including adherence by registrants to the methods set out in the Verification & Audit Procedures.
- Coordinates site visits to MRFs, processors, and end-markets across Ontario, Quebec, and other locations as needed, to verify reported data against physical evidence.
- Ensures all inspections are conducted in accordance with the Authority's risk-based compliance framework and modern regulator principles.
- Maintains comprehensive documentation of field outcomes and manages the closure of inspection cases.
- Collaborates with Audit & Risk Team on audit program delivery (including risk assessments and audit findings), and to ensure implementation of risk-based compliance framework.

Data Verification & Mass Balance (25%)

- Validates the integrity of mass balance data through sampling, working closely with other teams to ensure tracing material from initial input at processors through to final output at end-markets.
- Validates data inputs, such that, when working alongside other teams, complex data reported by PROs and Processors can be reconciled.
- Identifies potential compliance issues or data discrepancies that require follow-up enforcement action.
- Contributes to the development of standardized sampling methodologies for RRCEA-regulated materials.

Leadership (20%)

- Manages motivate and support the development of the Technical Audit & Inspection Team through coaching, mentoring, and performance management.
- Provides clear direction, fostering collaboration across the Technical Audit & Inspection Team, the Audit and Risk Team, and other compliance operations functions to ensure effective delivery of technical inspection activities.
- Sets and evaluates team performance objectives, driving accountability and continuous improvement.
- Identifies training and development needs to build team capability in inspection methodologies.
- Champions a culture of collaboration, consistency, and continuous improvement aligned with modern regulator principles.
- Supports recruitment, workforce planning, and resource allocation to maintain operational effectiveness.

Reporting and Analysis (15%)

- Analyzes field data to identify trends in contamination, recovery rates, and processor efficiency.
- Creates and reviews technical reports for internal leadership and external stakeholders regarding the performance of the Blue Box and other recovery programs.
- Executes rigorous data processes to ensure the consistency, completeness, and reliability of field-verified information.

Administration (5%)

- Provides administrative support to program committees and projects as required.
- Undertakes research to support program committees and projects as required.

Other Duties

- Adheres to modern regulator principles, including communications for compliance.
- Liaises with other staff to ensure efficient and effective exchange of information.
- Acts as a cross functional lead representing the Compliance Team across the organization on projects as directed by the Director.
- Perform other duties as assigned.

Job Qualifications

Education

- Post-secondary education in Environmental Science, Engineering (particularly environmental or chemical), Resource Management/Sustainability, Business Audit, or a related field.
- Designation as either a Professional Engineer, Environmental Professional, Certified Environmental Auditor, and/or Project Management Professional, or equivalent, is an asset.

Experience

- Six or more years' experience in regulatory compliance, environmental law, auditing/quality assurance, or waste management operations.
- Demonstrated experience in a supervisory or leadership role, preferably managing field-based teams.

Other Knowledge, Skills, Abilities

- Strong understanding of material recycling flows, mass balance principles and sampling methodologies.
- Knowledge of Ontario's circular economy and the RRCEA regulations (Tires, HSP, Batteries, EEE, Lighting, Blue Box).
- Advanced data management and analysis skills; experience with Salesforce or similar CRM/Audit tools is an asset.
- Excellent project management and documentation skills with high attention to detail.
- Results-driven with a focus on metrics and continuous improvement in a regulatory environment.
- Strong interpersonal skills and the ability to work collaboratively with diverse stakeholders.

- Understanding of risk management frameworks (their implementation in a regulatory context considered an asset)
- Comprehensive understanding of the RRCEA, WDTA, associated regulations and continued program and stewardship plans an asset.
- Ability to communicate in French is considered an asset.

Travel Requirements

- Frequent travel is required to oversee site inspections (in Ontario and Quebec).

Physical Demands

- Working in both office and industrial settings, including Material Recovery Facilities (MRFs), processing stations and transfer stations.
- Exposure to noise, heavy machinery, dust, odours, and extreme temperatures.
- Ability to lift, carry, push, and pull material samples, sorting bins, etc. up to 25 kg
- Extended periods of standing, walking, climbing, bending, kneeling, and crouching; ability to navigate uneven or wet terrain.
- Ability to wear required Personal Protective Equipment PPE (e.g., gloves, safety glasses, steel-toed boots, high-visibility gear, respiratory/hearing protection) for extended periods.

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

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