



DISTRICT OF CLEARWATER

JOB TITLE: Utility Operator II – Public Works

NATURE AND SCOPE OF WORK:

This position will assist management in the efficient operation and maintenance of the District's water and sanitary sewer systems as well as provide support for general Public Works duties as assigned by the Public Works Manager or designate. This is a skilled operator position requiring the incumbent to undertake various tasks, including inspection, reporting and pre-planning for works in relation to operation and maintenance of the water and sanitary sewer systems. This position will report to the Public Works Manager or designate and will be required to maintain an EOCP operator certification as per the District's facility classifications.

JOB RESPONSIBILITIES:

1. Installs, maintains, repairs, monitors, and tests water and sanitary sewer equipment, water mains and services, hydraulic controls, facilities, and other appurtenance required for the operation and maintenance of the water and sewer systems
2. Performs all the necessary activities as they relate to the ongoing operation and maintenance of the water and sanitary sewer systems
3. Aids other Public Works staff in operation and maintenance duties as assigned by the Public Works Foreman.
4. Interprets data from instrumentation and alarms, analyzers and troubleshoots problems and provides solutions to the Public Works Foreman
5. Transports sodium hypochlorite to water production sites in compliance with applicable regulations
6. Performs basic water tests, including chlorine residuals, for the water system
7. Performs basic wastewater tests for the sanitary sewer system
8. Installs, reads, records and maintains water meters
9. Inspects new connections to the water and sanitary sewer system
10. Investigates enquires and complaints from the general public regarding the water and sanitary sewer system as directed by the Public Works Foreman.
11. Keeps accurate records for such activities as maintenance, inventory, water/sanitary sewer tests; as it relates to the water and sanitary sewer system
12. Works on standby and responds to emergency callouts
13. Undertakes other duties related to the Public Works Department as assigned

REQUIRED SKILLS, ABILITIES, AND KNOWLEDGE:

- Sound knowledge of all mechanical, electrical and control systems as required to effectively operate and maintain the water and sanitary sewer systems
- Sound knowledge of the operational, construction and/or maintenance methods, materials, equipment procedures and practices used in the District's water and sanitary sewer systems, e.g. testing of underground piping, disinfecting procedures and flushing

- Able to understand verbal and written instructions in English, complete required forms and perform all facets of related mathematics including a basic understanding of hydraulics of water and sanitary sewer systems; such as head losses through pipes, water hammer, pump characteristics, etc.
- Sound knowledge of a Cross Connection Control and a Cross Connection Control Program and how it relates to the operation of a water system.
- Working Knowledge of WorkSafe regulations and safe work procedures.
- Ability to read and interpret gauges, plans, drawings, meters, charts and manuals.
- Ability to analyze and troubleshoot various problems and provide solutions the Public Works Foreman.
- Ability to perform tasks with minimum supervision and to exercise good judgment and independence when responding to emergency call outs or other situations
- Ability to exhibit courtesy, tact and diplomacy in dealing with the public, staff and department officials
- Basic computer skills (Microsoft Office; Outlook, Word and Excel)
- Ensure that a high standard of housekeeping of the District's facilities and work areas, equipment and supplies is maintained
- Physical strength and ability to perform the work
- Hands on experience with ground keeping and heavy equipment,
- Working knowledge of civil design drawings.

EDUCATIONAL REQUIREMENTS:

1. A minimum of Grade 12 or equivalent supplemented by courses and/or experience in the operation and maintenance of a water and sanitary sewer system
2. WHIMIS Certification
3. OHS Level I First Aid
4. Valid Class 5 BC Driver's License
5. Completion of courses in Chlorination, Cross Connection Control, and confined space
6. Transportation of Dangerous Goods (TDG)
7. Maintain certification in the Environmental Operators Certification Program for Water Distribution Level II, Water Treatment Level I, Wastewater Collection Level I, Wastewater Treatment Level I
8. Experience in equivalent or related work

HOURS OF WORK:

Normal work hours are 40 hour per week, Monday to Friday, 8:00 am to 4:30 pm; job may require overtime as assigned as well as the possibility of shift change as per the Collective Agreement.