



Job Description: Water and Waste Water Technician

DEPARTMENT: Infrastructure Services
REPORTS TO: Manager of Maintenance and Operations
LAST REVIEWED: January 2020
APPROVED BY:

Director of Infrastructure Services

Chief Administrative Officer

JOB SUMMARY

The Water and Waste Water Technician reports to the Manager of Maintenance and Operations and is responsible for:

- The efficient operation of the Town's water supply and distribution system to ensure the continuous and safe supply of potable water to the Town in accordance with regulatory requirements and industry best practices.
- The efficient operation of the Town's wastewater treatment plant and lift stations to ensure the effective collection and treatment of municipal wastewater in accordance with regulatory requirements, incorporating industry best practices.

This position requires an individual with strong technical skills and valid certificates from the Environmental Operators Certification Program (EOCP) in Water Distribution Level 1, Wastewater Collection Level 1 and Wastewater Treatment Level 2.

TYPICAL DUTIES

- Perform the operator duties outlined in the most current BC EOCP Guide for Wastewater Treatment and Water Distribution Operators.
- Assist in the establishment of regular operation and maintenance procedures and to carry out the operation and maintenance of all pumps, motors, electrical equipment, flow measuring, metering or regulating equipment and structures, including water reservoirs, pumping stations, treatment facilities, and valve chambers.
- Perform preventative maintenance inspections and procedures on all facilities and equipment within their scope of responsibilities and to maintain records of such inspections.
- Maintain as required, daily, monthly, and annual records of the water and sewer utility in a neat and legible manner.
- Maintain in a clean, sanitary and safe condition all equipment and facilities within their scope of responsibilities.
- Perform such laboratory test as may be required for quality and process control and to maintain records of such tests.

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Water and Wastewater Technician

- Supervise, train and assist in the assessment of junior employees.
- Perform other duties as assigned by the Manager of Maintenance and Operations or Chief Operator of the Waste Water Treatment Plant or the Water Distribution Level III Operator.

REQUIRED QUALIFICATIONS & ABILITIES

- Completion of Grade Twelve or equivalent.
- Valid Class 5 B.C. Driver's Licence.
- Valid current BC EOCP certificate in both Water Distribution Level 1, Wastewater Collection Level 1 and Wastewater Treatment Level 2.
- SCADA training and experience.
- Demonstrated ability to act in a reasonable and rational manner under stressful and emergency conditions.
- Demonstrated ability to communicate effectively, orally and in written form.
- Demonstrated ability to deal effectively and courteously with the general public.
- Demonstrated ability to work within a team to achieve improvements.
- Demonstrated ability to prepare reports of a technical nature and to initiate, develop and maintain a wide variety of reports, records and statistical data.
- Wastewater treatment plant laboratory training and experience.

DESIRED QUALIFICATIONS

- Basic mechanical and electrical training and experience.
- Valid motor vehicle air endorsement certification.
- Occupational First Aid certification.

PHYSICAL DEMAND REQUIREMENTS

- Capable of lifting a minimum of 50lbs, lifting from the ground up.
- Ability to meet the physical demands of the job which may include repetitive motions including but not limited to standing for long periods of time, kneeling, twisting, bending, lifting, squatting and climbing ladders.
- Possess the physical strength, stamina, and coordination to perform heavy manual work in all types of weather.

CONDITIONS OF EMPLOYMENT

- This position requires an individual who is available to work weekends, as required.

REPORTING RELATIONSHIPS

Reports to the Manager of Maintenance and Operations and receives day-to-day direction from the Wastewater Treatment Chief Operator (Wastewater Treatment Operator Level III) and from time to time, direction from the Water Distribution Operator Level III in support of Water Distribution work.