



EMPLOYMENT OPPORTUNITY **LAC LA BICHE COUNTY**

Waterworks Utility Operator **Full Time Permanent Position**

The Waterworks Utility Operators provide Utility Services to the municipality by carrying out tasks and duties required to operate, maintain, and repair the water treatment, water distribution, wastewater treatment, sanitary and stormwater collection systems, and secondarily, operate and maintain the natural gas distribution system.

Responsibilities:

- Operate and maintain equipment in order to repair, clean, install, and maintain water distribution systems and sanitary and storm water collection systems;
- Perform routine maintenance checks on vehicles and equipment;
- Operate and maintain equipment used in sewer line and distribution line maintenance and repair, including high pressure jet rodder, mechanical rodder, mobile steamer, backhoe, loader, hydro-excavator, and closed circuit video equipment;
- Prepare work sites to include the erection of appropriate barricades, warning devices, equipment, and shoring equipment.
- Perform skilled and semiskilled work in order to operate and maintain water treatment plant, water reservoirs, pumping stations, sanitary lift stations, and wastewater treatment plant.
- Follow maintenance procedures and schedules set by the Waterworks Foreman;
- Daily testing and operation of the water and wastewater facilities in accordance with the Alberta Environment guidelines;
- Analyze and record hour meter data at pump stations;
- Record and report defects or failures in the water treatment and distribution, with wastewater collection and treatment, and with the storm water system;
- Wastewater and storm water flow monitoring and sampling;
- Maintain and repair motors and pumps and report equipment defects or failures.
- Clean wet wells and bar screens in sanitary pump stations;
- Maintaining the facilities and sites in a clean and safe state;
- Maintain accessibility to vehicles, equipment, materials, pump stations, and work sites by plowing, shoveling, and removing snow.
- Perform skilled and semiskilled work in order to maintain, and repair the water distribution systems and sanitary and storm water collection systems.
- Maintain and repair water mains, valves, hydrants, sanitary and storm sewer mains, water and sanitary services, manholes, and catch basins;
- Prepare work site by setting up traffic control, breaking street surfaces;
- Make repairs to work sites by refilling trenches, mixing, pouring, and smoothing asphalt, gravel and other materials to replace street surfaces, including landscaping;
- Operate and maintain tools and equipment such as compressors, pneumatic hammers, cut-off saws, grinders, and hand tools in a safe and efficient manner.
- Perform the task of connecting and disconnecting water services;

- Enter homes and businesses to collect and analyze potable water samples.
- Recording the readings of water/gas meters and maintaining water meters.
- Operate and maintain the Sensus Autometer reading program and related equipment;
- Respond to emergencies and act to control water, gas, and sewage leaks in a manner that is safe for self and public and to minimize environmental impact;
- Enter homes and businesses to clear blockages in sanitary sewer services;
- Provide information to customers related to utility operations in a professional manner;
- Maintaining good public relations, responding to complaints and concerns, and also addressing them to the Utility Foremen.
- Cross train with Natural Gas Operators to perform skilled and semiskilled work in order to operate and maintain the operations of the Natural Gas Distribution System in accordance to the Alberta Federation of Gas Co-op guidelines;
- Performing other duties as assigned by the Waterworks Utility Foreman and the Natural Gas Foreman;
- Ensuring all invoices and vouchers on purchases and services are forwarded to the respective Foreman for authorization;
- Assist Natural Gas Utility Operators as required;
- Perform work to cut, thread and tap pipes;
- Install pipe sections by positioning, joining, aligning, and sealing joints;
- Assist in daily maintenance and operations of the Natural Gas Distribution Emergency response to gas odorant complaints, carbon monoxide complaints, and natural gas leaks;
- Daily remote meter outlet site inspections;
- Natural gas service and meter installations and repairs;
- Maintenance of natural gas distribution system valves.
- Maintaining good public relations, responding to complaints and concerns, and also addressing them to the Utility Foremen.

Qualifications:

- Grade 12 Diploma or equivalent.
- Level I Certification in Water Distribution, Water Treatment, Wastewater Collection, and Wastewater Treatment preferred;
- Class 5 driver's license with clean drivers abstract.
- Experience in operating and maintaining a municipal Water Treatment Plant, Water Distribution System, Wastewater Treatment, and Wastewater Collection System;
- Knowledge of gas and diesel powered equipment used in the repair, installation, and maintenance of a utility operations system;
- Knowledge of the materials, equipment, procedures, and practices used in a utility operations system;
- Knowledge of policies and procedures used in the construction, repair, and maintenance of the utility operations system;
- Knowledge of Guidelines for Canadian Drinking Water and Alberta Environment regulations.
- Good interpersonal skills, to be able to understand and communicate verbally and in writing;
- Read maps, specifications, and construction plans used in utility construction work;
- Ability to establish and maintain effective working relationships with supervisors, other employees, and the public;
- Ability to use good judgement and work independently under limited supervision;
- Ability to prepare clear, concise reports;

- Mechanical aptitude and trouble-shooting abilities;
- Operate rubber tired backhoe, hydrovac unit, high pressure jet rodder, steamer unit, and various small equipment;
- Basic computer skills to work with SCADA systems, Microsoft Office programs and software ;
- An aptitude for planning and organizing work in a timely and efficient manner;
- Willing to participate in professional development opportunities;
- Skill in setting up appropriate traffic controls;
- Skill in using hand and power tools used in the construction, repair, installation, and maintenance of the utility operations system;
- Skill in operating and maintaining vehicles and equipment used in utility operations
- Must submit a Driver's Abstract, Criminal Record Check, and Medical Assessment that meets the satisfaction of the County

Salary range \$54,475.20 to \$78,632.00 annually

- Lac La Biche County offers a comprehensive and competitive benefits package, including:
 - 100% Employer paid Health and Dental Benefits
 - Employee and Family Assistance Plan
 - Local Authorities Pension Plan
- Competition Number: 39-WUO-18
- Closing Date: This competition will remain open until a suitable candidate is found.

Interested candidates are invited to forward their resume in strict confidence to:

Attention: Human Resources

Lac La Biche County

Box 1679 Lac La Biche, AB T0A 2C0

Fax: 1-888-421-2533

Email: hr@laclabichedcounty.com

We thank all interested applicants; however, only applicants selected for an interview will be contacted.