

JOB DESCRIPTION



CHIEF WASTEWATER OPERATOR

Position Title:	Chief Wastewater Operator
Department:	Operational Services – Utilities
Supervisor:	Utilities Supervisor

POSITION FUNCTION

The chief wastewater operator's primary focus will be the Town's wastewater treatment plant and lift stations; however, they will be required to participate in other areas of operation and maintenance in the Town's water and stormwater infrastructure as required.

KEY DUTIES

- Inspect, operate, maintain, troubleshoot, and repair wastewater treatment plant, wastewater collection infrastructure and process systems.
- Optimize wastewater treatment plant performance.
- Perform wastewater quality monitoring, sampling, and instrument calibration as required.
- Schedules, assigns, and assists with work tasks, and maintenance programs.
- Provide feedback to Utilities Supervisor after review of capital improvements.
- Help develop and write safe work procedures for the operation and maintenance of the wastewater treatment plant and system.
- Review, interpret and update record drawings.
- Review, interpret and update operational log sheets to ensure field data is being recorded properly.
- Pre-plan, coordinate, and execute project tasks, maintenance programs and operational strategy outlined by the Utilities Supervisor.
- Oversee and participate with the work being performed on development and capital projects.
- Maintains and orders adequate amount of repair parts, materials, supplies, and chemicals for ongoing system operation and repair with consultation of the Utilities Supervisor.
- Create maintenance programs for the department.
- Identifies system weakness and provides solution options to the Utilities Supervisor.
- Review, monitor, test, ensure accuracy, optimize system performance, identify potential problems and/or irregular system performance with the use of the Town's SCADA system.
- Monitor, review, test, and ensure proper process system operation and provide feedback to the Utilities Supervisor to improve system optimization.
- Read and interpret engineering plans to locate water, wastewater, and stormwater systems and other utilities.
- Confirm that the location of underground utilities and services have been marked out prior to excavation.
- Perform camera inspection of wastewater and stormwater infrastructure.
- Oversee Installation and repair of service connections by operational staff and third-party contractors to ensure industry best practices are met.
- Operate combination truck and dump trucks for use in excavations.
- Interact with members of the community when dealing with services requests and emergencies in a professional manner.
- Transport and handle gaseous and liquid chemicals as per best practices.
- Participate in an after-hour emergency standby rotation.

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- Mentor other operators and make sure they are performing best practices and following developed safe work or standard operating procedures.
- Ensure operation is complying with all regulators and report any non-compliance issues to Utilities Supervisor.
- Perform other duties where qualified.

INDEPENDENCE

Work is performed according to preventative maintenance schedules or as assigned by Utilities Supervisor and may be reviewed upon completion.

Issues such as equipment repairs, and procedural problems are to be completed with minimal supervision.

Will be required to work in a group setting.

WORKING CONDITIONS

Physical Effort

- Lift and move heavy materials and equipment greater than 50 lbs. (occasional)
- Perform repetitious tasks such as shovelling, loading, and digging. (Occasional)
- Office work. (Continuous)

Work Environment

- Works out of the operational services yard.
- Work outside in all weather conditions. (continuous)
- Mainly work Monday to Friday with some evening and weekend work as required as per the Collective Agreement.
- Exposure to equipment noise. (occasional)
- Work near moving traffic. (often)
- Works in confined spaces. (occasional)
- Work at heights. (occasional)
- Exposure to raw sewage. (Often- premium item)
- Respond to standbys/callouts as required. (premium item)
- Use of Microsoft Office, GIS, Work Order programs and SCADA systems.

KEY SKILLS AND ABILITIES

- Understand and apply best practices/techniques to operate, install and maintain the water, wastewater, and storm water infrastructure systems.
- Strong leadership and organizational skills.
- Communicates effectively both verbally and in writing.
- Use hand tools and power equipment.
- Deals with the public in a courteous and tactful manner.
- Read and interpret engineering plans and utility information sheets.

QUALIFICATIONS

Formal Education, Training, and Occupation Certification

- High school diploma.
- EOCP Wastewater Treatment Level 2

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- EOCP Wastewater Collections Level 2
- EOCP Water Treatment Level 1
- EOCP Water Distribution Level 1
- BCWWA Chlorine Handlers Certificate or equivalent
- Valid BC Class 3 Drivers License with Air Brakes endorsement

PREFERED QUALIFICATIONS

- WHMIS Training
- Transportation of Dangerous Goods Training
- Training in Excavations
- Training in Confined Space entry
- Training in Fall Protection
- Crane Truck operating certificate
- Waterborne Illness Training
- Wastewater Sampling Training
- Underground Utility Locating Training
- CCTV Camera Training
- Hydrovac Truck and Jetting Training

Experience

- 7 years of wastewater treatment operational experience preferably in a municipal setting.
- Experience in a senior operator role preferred.

OTHER

- In the absence of the Utilities Supervisor, perform the duties and functions of the Utilities supervisor as required.
- May be requested to obtain additional certifications and/or training related to current job classification.
- Must be able to respond within a maximum of 30-minutes to a call-out.