

JOB OPENING

WATER OPERATOR



Reports To Capital Infrastructure Manager

Job Summary: The Water Operator effectively provides water support services in the Soda Creek and Deep Creek communities. This role requires strong problem assessment and the ability to perform inspections on a regular basis. The Water Operator must be vigilant in water quality testing and reporting on water quality to the Capital Infrastructure Manager.

Duties and Responsibilities:

Water Operations:

1. Performs water and sewer inspections, ensuring all components are fully functioning
2. Maintains water quality records for all water systems
3. Checks pumps and records daily water usage
4. Keeps the Soda Creek slow sand filter system in excellent running condition
5. Keep the Deep Creek Iron/Manganese Removal system in excellent running condition
6. Collects weekly samples (five) and puts into incubator for local testing
7. Collects monthly samples (five per community to send to Prince George for testing)
8. Collects quarterly samples to send to Prince George for testing
9. Flushes fire hydrants as part of the water distribution system
10. Conducts a filter scrape test on slow sand filter system every three (3) months
11. Maintains, operates and reports on Rose Lake Dam.
12. Maintains, operates and reports on PVR Station.
13. Maintains, operates and reports on all fire hydrants.
14. Prepares and submits regular activity reports and statistics to Capital Infrastructure Manager for agencies, such as Health Canada, and the community
15. Maintains accurate and confidential files and records; complies with reporting requirements to the Capital Infrastructure Manager
16. Participates in various community, council and committee meetings
17. Keep grass and brush trimmed and or removed from the water treatment plants, well houses, reservoirs and PRV station.
18. Other duties as assigned or required

The duties listed are provided as examples of area of responsibility and are not intended to create limits to responsibility but to help understand the scope of the position. All staff are expected to be team oriented and maintain confidentiality of all information gained while working with the organization.

- Qualifications:**
- Education:**
- Graduation from High School Grade 12
 - Certification in Water Operations

- Competencies:**
- The Water Operator should demonstrate competence in some or all of the following:
- Communicates Information - Communicates and discusses with team critical information including rationale behind decisions. Creates an environment where open honest communication is valued and develops strong, cooperative relationships
 - Quality - Sets and attains quality standards that meet or exceed requirements
 - Initiative - Is a self-starter, seeking out or taking the initiative to identify new challenges or opportunities and proactively doing things
 - Problem Solving - Uses critical thinking skills to analyze problems systematically, organize information, find root causes and generate options or solutions

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- Skills and Abilities:**
- Proficiency in the use of computer programs for word processing, databases, spreadsheets, email and the internet, to the beginner level (only require basic functions)
 - Ability to work independently and build effective interpersonal relationships
 - Ability to self-regulate, meet deadlines, have attention to detail, and respect confidentiality
 - Experience in building maintenance

- Experience:**
- Two to three years' water operations, analysis & maintenance

- Working Conditions:**
- Travel will be required
 - Hazards may include use of commercial/industrial cleaning chemicals, climbing, lifting, carrying, pushing/pulling, operating tools and equipment
 - Ability to perform the physical requirements of the job which include: carrying, lifting, standing and walking
 - Non-standard hours of work
 - Receives minimal supervision with occasional direction and very few checks of the work performed

- Conditions of Employment:**
- Must be able to obtain and maintain a Criminal Records Check
 - Must be able to obtain and maintain a valid BC Driver's Licence
 - Must provide a vehicle in good operating condition and appropriate vehicle insurance to meet program requirements OR access to company vehicle is provided and requires a valid Driver's Licence

- Directly Supervises:**
- None

- General Category:**
- Operates as part of a team and is flexible about the boundaries and functions of the job
 - Maintains open and professional communications with co-workers, board members and all others who do business with the society or member bands
 - Ensures that all internal and external deadlines are met
 - Travels as required in the performance of their job
 - Serves on committees as directed by the Supervisor
 - Takes responsibility for identifying upgrading of personal skills necessary to perform job duties
 - Successfully completes all training courses undertaken at the direction of Supervisor
 - Maintains confidentiality of all information seen, heard or obtained by virtue of employment
 - Recognizes and respects all cultural diversity and has an understanding of Aboriginal culture

Position Classification: Salary Grid Level: \$23.05 to \$29.20

Security Level: High

Deadline: Open until filled

Please submit your application to:
Xat'sull HR Department
3405 Mountain House Road Williams Lake, BC V2G 5L5
Phone: (250) 989-2323
Email: hr@xatsull.com

Only those selected for an interview will be contacted. Preference will be given to persons of Aboriginal ancestry as per Section 16(1) of the Canadian Human Rights Act.