WATER OPERATOR / MAINTENANCE WORKER

The Water Operator/Maintenance Worker effectively provides water and maintenance support services in the community. This role requires strong maintenance skills, problem assessment and the ability to perform inspections on a regular basis. The Water Operator/Maintenance Worker must be vigilant in water quality testing and reporting to protect the community.

Duties and Responsibilities
1. Performs water inspections, ensuring all components are fully functioning for the delivery of potable water
2. Tests water quality on a weekly basis and records data for all water systems, also monthly and quarterly testing will be done.
3. Check pumps, chlorine levels, flush hydrants and record daily water usage.
4. Maintains the slow sand filter system and iron/manganese removal filter system in proper working order
5. Performs day-to-day maintenance and minor repair duties for all assigned buildings
6. Checks and maintains heating system in the water buildings on a regular basis
7. Identifies repairs and completes work orders; obtains quotes for repairs as required
8. Maintain the water plants grounds in the way of grass and shrub trimming and snow removal
9. Obtains supplies for maintenance as required
10. Ensures areas around fire hydrants are kept clear and visible and ensures the ID markers for the curbstops are maintained and visible
11. Prepares and submits regular activity reports and statistics to appropriate agencies, such as First nation Health Authority, and the community
12. Completes and maintains accurate records for conditions in the water plants; complies with reporting requirements
13. Maintains, operates and reports on the conditions of Rose Lake Dam
14. Participates in various community, council and committee meetings
15. Other duties as assigned or required
16. Reports to supervisor when or before making any adjustments to the water system

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 or equivalent
• Level 1 Water Operator Certificate
• Possibility of training the right candidate if no water certification

Competencies:
The Water Operator/Maintenance Worker should demonstrate competence in some or all of the following:
• Data Analysis - gathers, analyzes, and acts on information gathered as well as team and individual performance data
• Accountability – holds self accountable for achieving goals and personal development; delivers on commitments
• Communicating information – creates an environment where open, honest communication is valued and develops strong, cooperative relationships
• Planning & Organizing – plans and organizes time effectively to meet goals and timetables visualizing needs for the future

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
• Recognizes and respects all cultural diversity and has an understanding of Aboriginal culture

- Problem Solving – uses critical thinking skills to analyze problems systematically, organise information, find root causes and generate options or solutions
- Plumbing, electrical, carpentry, automotive, electric motor and HVAC
- Use of power tools

Experience:
- Two to three years water operator and water analysis
- Building maintenance and HVAC

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 communication with co-workers, board members and all others who do business with the society and band members
- Ensures that all internal and external deadlines are met
- Travels as required in the performance of their job
- Serves on committees as directed by supervisor
- Takes responsibility for identifying and upgrading of personal skills necessary to perform job duties
- Successfully completes all training courses undertaken at the direction of the 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.

Wages: $19-25 per hour depending on experience

How to Apply:
Please provide a cover letter and resume

Email your Application to:
Human Resources
Email: hr@xatsull.com

Mail your Application to:
Attention: Human Resources
Xatśūll First Nation
3405 Mountain House Road,
Williams Lake, BC V2G 5L5

Fax to: 250 989-2300

Application Deadline: Open Until Filled
Applications will be accepted by email, hand delivery, fax or by mail.

NOTE** 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.