

## Job Title: UO 3 Salt Spring

Req ID: 1713

Business Unit: Electoral Area Services

Division: Water Wastewater Services Operations

Regular/ Auxiliary: Regular

Pay Grade: CAN/05/02/J13

Rate of Pay: \$43.19 - \$43.19 per hour plus a benefits package

Hours of Work: 80 hours bi-weekly

Closing Date: Open until filled

### Summary

The focus of this position is Water Distribution and Treatment, Wastewater Collection and Treatment, Salt Spring. This position performs routine tasks such as the installation, repair, service and maintenance of water and wastewater system components to ensure optimum performance of the Infrastructure Operations water supply, treatment and distribution systems and wastewater treatment and collection and wastewater treatment systems in accordance with divisional standard operating procedures.

It is a requirement of this position to live on or be willing to relocate to Salt Spring Island to meet operational requirements.

### Key Duties & Responsibilities

- Performs physically demanding construction and maintenance work.
- Follows established procedures to ensure duties are completed successfully to ensure operational outcomes are achieved.
- Ensures duties are carried out in compliance with rules, regulations, and standards.
- Operates and maintains equipment and vehicles including contributing with trouble shooting and routine problem solving.
- Reads, understands and organizes work based on design drawing, sketches, blueprints, and specifications and communicates related information.
- Inspects, maintains, services and repairs equipment and facilities.
- Cleans, conducts repair and maintains equipment.
- Ensures required documentation and data for the maintenance management system.
- Plans tasks as assigned and obtains equipment parts and supplies to complete assigned duties.
- Provides training and work guidance to UO 2, UO 1 and service persons, as directed.
- May provide information and input for performance evaluations.
- Maintains cooperative and effective working relationships with internal and external stakeholders and customers.
- Maintains positive and collaborative working relationships with internal partners.

- Assists in making recommendation for system and equipment improvements.
- Performs all duties of the UO 2 and UO 1, as required.
- May liaise with contractors and maintain positive working relationships.
- Undertakes traffic control responsibilities.
- Performs building and ground maintenance and cleaning in and around facilities.
- Participates on Confined Space Rescue Team, as directed.
- Responds to emergencies, as directed.
- May act as a Standby Operator, as directed.
- Follows all policies, procedures and standards of the CRD
- Performs other related duties as required.

### Additional Information

#### Water Distribution (SSI and Pender):

- Tests, cleans, repairs, exchanges, installs and maintains water mains, water services, fittings, hydrants, standpipes, valves, water meters and other related appurtenances.
- Operates and maintains construction equipment, cares for and performs routine maintenance of the equipment operated.
- Inspects, installs, repairs, services and maintains reservoir controls, pumping equipment, pressure reducing valves, pressure relief valves, pressure regulators, altitude valves, pump control valves, pressure and level records, intake screens and disinfection plant equipment.
- Performs routine adjustments and/or repairs.
- Performs routine dam inspections and reporting as required.
- Regularly monitors and reports raw water source levels.
- Organizes, collects and submits water quality samples based on water quality sampling plans.
- Performs residential meter reading duties as required.
- Performs minor fabrication tasks using department equipment, hand and power tools.

#### Water Treatment (SSI and Pender):

- Inspects, monitors, records and adjusts chemical process feed rates and operating conditions to ensure treatment process is optimised.
- Cleans and maintains various water treatment process equipment including tanks, filters, air saturators, pumps, automated valves and various monitoring equipment.
- Regularly reviews SCADA trends to diagnose treatment plant process issues.
- Receive chemical deliveries and monitor required chemical tank capacities.
- Performs facility safety inspections and takes necessary corrective actions.

#### Wastewater Treatment and Collection (SSI and Pender):

- Operates and maintains components within the wastewater collection system including pump stations and leachate disposal system.

- Maintains and repairs of all components of the wastewater collection and treatment system including sewer mains, air valves, pumping stations, and odour control systems.
- Performs routine cleaning, servicing, adjusting, maintaining and repairing pumps, valves meters, blowers, fans and other related machinery.
- Collects and submits wastewater samples as required for facility compliance testing and reporting.
- Tests and adjusts chemical feed rates as required to optimize treatment process.
- Performs wastewater laboratory analysis to ensure wastewater treatment process is optimized
- Performs routine inspection and reporting including adjustment and the recording of critical information at all wastewater facilities.

### Key Skills & Abilities

- Must be physically fit to perform physically demanding work in all types of weather conditions and in a variety of environments, including confined spaces.
- Demonstrated mechanical aptitude to perform the work, and must have experience using hand-tools, power-tools, and other equipment as would be used in an utility environment.
- Demonstrated experience operating motor vehicles and construction equipment.
- Understanding and knowledge of the type of equipment used in an water and wastewater utility environment.
- Working knowledge of SCADA operating systems.
- Demonstrated ability to read, understand and follow design drawings, sketches, plans, specifications, work instructions and procedures.
- Demonstrated ability to provide training and work guidance.
- Ability to accurately follow and carry out verbal and written instruction.
- Excellent communication (verbal and written), interpersonal, and customer service skills are required.
- Maintains co-operative and effective working relationships.
- Must be able to multi-task and to balance changing workloads and priorities.
- Knowledge and understanding of WorkSafeBC practices/protocols, Workers' Compensation Act and OHS Regulations and other relevant safety statutes.
- Must understand and apply CRD safety documents and procedures.
- Respond to emergency call-outs, as required, to ensure operational needs are met.

### Qualifications

- A minimum of 1 year directly related experience
- High School Graduation
- Applicants with EOCP certification are encouraged to apply as consideration may be given to applicants with relevant certifications, education, and experience. The CRD may also consider under implementation options, based on related certifications, education, and experience.

### Certifications

- BC Environmental Operators Certification Program Water Distribution Level 2

- BC Environmental Operators Certification Program Water Treatment Level 2
- BC Environmental Operators Certification Program WasteWater Treatment Level 2
- BC Environmental Operators Certification Program WasteWater Collection Level 2
- Valid BC Driver's Licence
- Employees upon completion of two (2) years at this level and with a BC EOCP Level 2 Certification will progress to UO 4 classification.

## APPLICATIONS

To apply for this exciting opportunity, please visit our careers site <https://www.crd.ca/careers> and create a candidate profile and then click "Apply now" on the 'Utility Operator 3 SSI' to submit your resume and covering letter.

We welcome all qualified applicants to apply and may consider a combination of experience, education and/or training where possible. We value the diversity of the people we hire and serve. In our commitment to bring differing perspectives to our workplace, and to deliver the best possible service to our customers, we encourage and welcome applications from all people with diverse backgrounds, abilities, and lived experiences. Please let us know if you require an accommodation during the application and selection process. Your confidential request can be sent to [careers@crd.bc.ca](mailto:careers@crd.bc.ca)

*The Capital Regional District wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.*

