

CHIEF OPERATOR

The City of Moose Jaw is seeking to fill a full-time Chief Operator position. Under the direction of the Utilities Supervisor for Water & Wastewater, the Chief Operator performs various duties related to the operation and maintenance of City Water and Wastewater Pump Stations and Wastewater Treatment Systems, including supervision of Operators doing similar work.

This position will perform the following duties:

- Assume duties of the Utilities Supervisor – Water and Wastewater Treatment in their absence
- Plan, co-ordinate and supervise the labour, equipment and materials for operation
- Assist the Supervisor in staffing functions
- Responsible for current test methods as well as ensuring proper procedures and accurate results and preparation of appropriate reports
- Collect and document samples
- Monitor and operate the water distribution reservoirs
- Perform preventative maintenance and repairs to equipment working with specialist technicians as required
- Collect and document all relevant data
- Assist in the preparation of Operating, Equipment and Capital Budgets
- Ensure time entry, work orders, reports and records on staff and activities are completed in an accurate and timely manner, as required
- Perform other related duties as assigned or required

Qualified candidates will have:

- Written and passed Saskatchewan Operator Certification Board exams for Level III Wastewater Treatment, Level III Water Distribution and Level III Wastewater Collection within first six (6) months
- A diploma for Water Resources Engineering Technologies, Environmental Engineering Technologies, Civil Engineering technologies, OR a degree in a related branch of engineering
- Minimum three years' experience working in wastewater treatment and collection
- Proficient operating and understanding of PLC, SCADA, and Instrumentation systems
- Maintain a valid Class 5 driver's license
- Successful applicant must pass a physical demands assessment
- Ability to lead, organize and direct the activities of employees
- Effective interpersonal, verbal and written communication skills
- Computer operation skills in hardware and software systems
- Familiarity in electrical/mechanical/pneumatic systems
- Working knowledge of all provincial and federal regulations related to the Water and Wastewater facilities operations

This position requires shift work and includes after hour calls for emergency repairs and work in hazardous and confined space locations.

Qualified individuals are invited to submit, in confidence, a resume outlining their credentials and including names of reference, indicating Competition #21-39, prior to 5:00 p.m. September 12, 2021, to:



City of Moose Jaw, Human Resource Services

Fax: (306) 694-4517 or

E-mail: postings@moosejaw.ca

We will contact applicants we wish to consider within 3 weeks of the competition closing date. All applicants are thanked for their interest.