



# EMPLOYMENT OPPORTUNITY



Town of  
Battleford



Admin – works@battleford.ca  
Manager – aubrey@battleford.ca



www.battleford.ca



Admin – 306-937-6220  
Manager – 306-937-6228

Utility Department – 392 25<sup>th</sup> Street West | PO Box 40 | Battleford, SK S0M0E0

Internal/External Posting – 2024-08-29

## Utilities Water & Sewer Treatment Operator – Level One/Two

Hours of Work: Monday to Friday 7:30 am to 12:00 pm and 1:00 pm to 4:30 pm | 40 hours/week  
Term of Employment: Permanent Full Time

Applications are now being accepted for the above position. This position denotes an operator trained in the Saskatchewan Certified Level 1 or 2 in the technical operations, maintenance and repair of all facilities, equipment and functions within the Department and as such requires accurate, detailed, qualitative and quantitative work, research, reports and recommendations in all facets of the Department. This position denotes an operator capable of handling all technical operations and maintenance while working with minimal supervision. This position is open to male and female applicants and is covered by the Canadian Union of Public Employees (CUPE), Local No. 3003 Collective Agreement.

### Duties and Responsibilities:

- Complete all technical operations and maintenance of the Department's facilities including, but not limited to: Water Plant(s), Booster Stations, Reservoirs, Wells, Bulk Water Stations, Sewer Lifts, and Sewage Lagoons.
- Complete all operations and maintenance of the Department's equipment including, but not limited to: trucks, jetters, boilers, lab/test/safety equipment, other portable and non-portable units as well as some heavy-duty equipment.
- Complete technical operations and maintenance of the Department's functions including, but not limited to: water supply, treatment, distribution, metering, repairs and appurtenances; sewage collection, treatment, repairs and appurtenances.
- Required to undergo advanced training, seminars and correspondence courses on an annual basis [and obtain level 2 certification](#)
- Shall research, prepare, and submit reports, daily log sheets, record data readings, requisitions and recommendations as may be required by the Utility Manager.
- Required to train new employees.
- Follow all OH&S regulations, company safety policies, standard operating procedures, and water and sewer regulations.
- Perform additional tasks and duties as required by the Utilities Manager or designate.

### Qualifications/Requirements:

- Grade 12 or equivalent
- Current Saskatchewan certification in Water Treatment I, Water Distribution I, WasteWater Collection I and WasteWater Treatment I.
- Ability to:
  - adapt and take constructive criticism
  - effectively communicate both verbally and in writing
  - read maps, field drawings, and plans.
- Maintain a valid Saskatchewan Driver's License Class 5 or better
- Dedication to safety measures and best practices
- Willingness and ability to:
  - Work evenings, weekends and Overtime as required.
  - Work in Sewage related tasks and confined spaces
  - Work in Confined Spaces
  - Train and orientate other staff as required
  - Accept direct responsibility charge as directed
- Lift heavy objects, walk, and stand for long periods of time.
- Work individually as well as part of a team.
- Record keeping
- Current WHMIS, First Aid & CPR, Confined Space, H2S

### Salary and Benefits:

Per CUPE Agreement – Level One Operator \$26.92/hour | Level Two Operator \$31.07/hour  
Town Benefit Plan

**Closing Date:** 2024-September-12 @ 4:30 pm.

Interested candidates are invited to apply by submitting a detailed resume with cover letter to:  
Aubrey Whittleton – Utility Manager  
Drop off: 392 25<sup>th</sup> Street West, Battleford, SK  
Phone: 306-937-6228 | Fax: 306-937-5963 | Email: aubrey@battleford.ca

To review the job description please contact  
Aubrey Whittleton – Utility Manager – Email: [aubrey@battleford.ca](mailto:aubrey@battleford.ca) | Phone: 306-937-6228  
Kayla Noble – Administrative Assistant – Email: [works@battleford.ca](mailto:works@battleford.ca) | Phone: 306-937-6220

### Please Note: Priority will be given to internal applicants.

We thank all applicants for their interest; however, only those selected for interviews will be contacted.

