



Town of Innisfail Employment Opportunity

Utilities Operator 1

The Town of Innisfail is looking for an individual to fill a full time Utilities Operator 1 position. The Utilities Operator 1 is responsible to the Utilities Foreman and undertakes day to day work relating to the delivery of water and wastewater services often without direct supervision and within approved policies and procedures.

Key Responsibilities include:

- Health and safety: follows all safety requirements under the Occupational Health and Safety Legislation, Town policies and procedures and WHMIS guidelines
- Uses sound judgment and pleasant manner in all dealings with customers and the public
- Responds to customer service requests/complaints and performs service calls as requested by the Utilities Billing Clerk
- Provides utilities locate services
- Receives and responds to alarms from the SCADA system as required
- Operates, inspects, maintains, repairs and installs all components forming part of the water distribution system including mains, valves, service connections, pressure relief valves, hydrants, and curb stops
- Operates, inspects and maintains water reservoirs and pump stations
- Performs treated water quality tests to ensure satisfactory quality of drinking water per Alberta Environment Codes of Practice
- Takes daily readings and records results for all reservoir functions and conditions
- Undertakes meter installs, removals, meter reads, trouble shooting and investigations
- Operates, inspects, maintains, repairs and installs all components forming part of the wastewater collection system including mains, manholes and service connections
- Operates, inspects, maintains and repairs and performs routine checks on lift stations
- Conducts camera inspections and assists with flow monitoring readings
- Operates various types of vehicles and equipment in performance of duties and ensures that all vehicle and equipment assigned for their use is kept in a clean condition and in a good state of repair
- Performs other related duties as assigned by the Utilities Foreman

Requirements:

- Valid Class 3 Operator's license (or ability to obtain within 3 months of hire)
- High School Diploma or equivalency (GED)
- Possess and maintain Operators Certification as required by Alberta Environment, specifically:
 - Water Distribution Level 1
 - Wastewater Collection Level 1
- Have a sound knowledge and operating ability with vehicles, equipment, tools and their appropriate use

The Town of Innisfail offers a competitive salary commensurate with experience and an excellent benefits package. Qualified applicants are invited to submit their resumes in confidence by 4:00 p.m. on **Friday, April 23, 2021** to:

Town of Innisfail
Attention: Erica Vickers, Finance Manager
4943 53 Street, Innisfail, Alberta, T4G 1A1
Email: erica.vickers@innisfail.ca

We thank all applicants; however only candidates selected for an interview will be contacted.