



**Bay 5, 41070 Cook Road, Rocky View County, AB T4C 3A2**  
**Tel: 403-932-4507**

<b>Job Title: Operations Supervisor</b>	<b>Red Deer &amp; Edmonton Operations</b>
<b>Position Type: Operations &amp; Site Manager</b>	Full time with a rotating on call shift
<b>Job Description: Listed Below</b>	

**Job Description:**

Responsible for the operation of nine water treatment plants, two wastewater treatment facilities, various lift stations, distribution systems, collection systems & wastewater forced mains. The Supervisor must ensure safe and clean potable water & wastewater for these sites and ensure they meets all the requirements of Alberta Environment legislation, regulations, policies and standards.

**Duties:**

- Manage/Supervise the operations and operational maintenance of the different water transmission & wastewater collection systems. Manage/Supervise the water & wastewater treatment facilities including large diameter water mains, pump stations, storage reservoirs, lift stations, gravity fed collection systems & force mains, SBR & Activated Sludge wastewater treatment facilities & lagoons. Work collaboratively with Owners/Approval Holders, operations staff, engineers, developers and other Aquatech departments to ensure the safe, efficient and effective transmission of water & wastewater for our clients & the public.
- Assist with budget preparation, reporting, monitor and control spending ensuring the effective and efficient expenditure of allocated funds. Work closely with various System Owners to determine overall priorities and establish work plans; contribute to the preparation of long range strategic and financial plans of their systems.
- Manage and develop systems and processes to enable the continual assessment of water transmission & wastewater collection infrastructure, as well as determine the overall condition of assets. Making strategic decisions regarding the frequency and type of inspections, prioritizes and ensures preventative maintenance activities to minimize emergency repairs.
- Work closely with the Owners/Approval Holders of these utilities, to ensure remote & field transmission, collection & treatment operation systems are closely coordinated and provide a high level of service to customers.
- Develop and review strategies for major shutdowns of the operating systems with other relevant parties ensuring no or minimal interruption of services with no risks to public and worker safety.
- Responsible for scheduling, training and supervising of standby personnel for alarm and emergency response to disruptions in the different operating systems such as pipe leaks or breaks, lift station facility alarms, treatment facility alarms and incident complaints.
- Ensure adequate staff are available and trained for standby duties, implementing strategies to ensure standby coverage on an ongoing basis.
- Contribute to investigating & evaluating incidents, ensuring incident recommendations are implemented in a timely manner. Play a key role in preparing and implementing Drinking Water Safety Plans & Emergency Response Plans for the all water transmission systems, wastewater collection systems as well as water treatment & wastewater treatment facilities that Aquatech operate in the Central Alberta Region.
- Review and evaluate changes in regulations, corporate policy and ensures the water transmission & wastewater collection systems, water treatment & wastewater treatment guidelines and procedures are consistent with relevant requirements.
- Work collaboratively with corporate safety and environmental professionals to review work processes and procedures ensuring guidelines for the work group meet or exceed minimum regulatory standards.
- Assist in hiring, supervision, direct and develop staff monitoring performance in accordance with goals and objectives. Ensuring adherence to corporate policies and collective agreements. Lead, coach, and mentor operations staff, recognizing the importance of leadership, supervisory and technical training.
- Develop & sustain a flexible workforce encouraging operations staff to pursue opportunities that complement their skills and experience. Ensure highly qualified staff are operating the water & wastewater system infrastructures and encourages staff to pursue the highest level of certification.
- Supervise and direct the work of various contractors.
- Work collaboratively to resolve complex technical or interpersonal issues staff encounter while doing their work.

- Facilitate information sharing to transfer knowledge and experience, increasing the efficiency and effectiveness of the operations team. Establish effective working relationships with various external contacts as well as other internal departments.
- Ensure relevant internal and external parties such as municipal clients are notified of major disruptions to the operating systems. Working collaboratively to deliver on strategic initiatives.
- Upholds Aquatech's reputation through positive and forthright dealings with other organizations and members of the public. Understands the organizational culture and the processes/mechanisms necessary to attain work objectives.
- Always ready if needed to perform other related duties as required for any other Aquatech departments.

**Skills/Qualifications:**

Possess Alberta Level II Certification or higher in Wastewater Treatment, Wastewater Collection, Water Treatment & Water Distribution; excellent communicate skills, trouble shooting skills; decision making skills; analytical and problem-solving skills; computer skills such as excel, windows, possess the ability to operate SCADA systems, input & online reporting to AEP.

**Personal Attributes:**

The incumbent must also demonstrate the following personal attributes:

- Maintain a positive standard of conduct.
- Be respectful to clients & staff.
- Be flexible with work related duties.
- Demonstrate a dedication to the position.
- Demonstrate sound work ethics.
- Be consistent and fair.

**How to Apply**

Qualified candidates are encouraged to forward their resume to:

Rodney Schlachter

Email: [rschlachter@aquatech-canadian.com](mailto:rschlachter@aquatech-canadian.com)

We thank all applicants in advance; however, only those chosen for an interview will be contacted.