

# Utility Operator

The Municipal District of Lesser Slave River (MD) is currently seeking a full-time Utility Operator to assist with daily operation and maintenance activities within the MD's boundaries.

Under the guidance of the Utility Foreman, the Utility Operator is responsible for the skilled technical activities involved in the operation and maintenance of the MD's water, water distribution, wastewater collection, and treatment systems.

This position includes monitoring and reporting per Alberta Environment Codes and Regulations. The MD has three water treatment facilities, seven water distribution facilities, and three wastewater collection and treatment facilities.

---

## Responsibilities

Duties may include (but are not limited to):

- Responsible for the day-to-day operations and maintenance of water treatment, water distribution, and wastewater collection and treatment systems
- Perform and record daily laboratory tests, routine water analysis, monitor analytical reports, and adjust treatment processes as required
- Ensure operations are carried out according to Alberta Environment Approvals, Code of Practice, Alberta Health, and Standard Guidelines for Drinking Water Quality. Accurate records are to be maintained as per the conditions listed within the specific Approval or Code of Practice
- Understand various software systems, SCADA, and PLCs
- Locate underground municipal services for requesting parties (i.e.: Alberta One-Call, ratepayers)
- Assist with internal and contracted repairs and installations
- Respond to grinder pump alarms and service requests and assist with repairs
- Record water meter readings on the last day of each month for submission for water billing

- Test fire hydrants to ensure proper working order; drain and winterize in the fall
- Ensure lift stations, lagoons, water and sewer valves, and water and sewer lines are operating properly and the preventative maintenance program is carried out
- Ensure all safety policies and procedures are being followed. Check safety devices in all facilities and keep necessary records. Report all incidents and unsafe conditions.
- Perform other duties as required
- Willing to work overtime when required

## Education and Certification

- Grade 12 Diploma required
- Ideally, the Operator will hold the following certifications (minimum) prior to hire, however, the MD is willing to train the right candidate:
  - Level I Water Treatment
  - Level I Wastewater Treatment
  - Level I Water Distribution
  - Level I Wastewater Collection
- Valid Alberta Class 5 Driver's License required

## Skills and Experience

- Must be able to perform duties to a high degree of quality and accuracy
- Above-average critical thinking, troubleshooting, and problem-solving
- Self-motivated and able to work with minimal supervision
- Ability to use common power and hand tools as required
- Effective communication, customer service, and interpersonal skills to effectively maintain professional relationships and communications with management, coworkers, internal customers, and the public
- Consistently demonstrates positive, effective communication skills and interactions and proactively shares pertinent information with the teams
- Knowledge of the principles, methods, and tools employed in the general operations of engines, pumps, and related equipment; general maintenance work and safe work practices are considered an asset

## Working Conditions and Physical Environment

- Moderate amounts of physical effort including bending, lifting, and walking
- Extensive periods of sitting and standing
- Safe operation and use of vehicles
- Daily work in an outdoor environment with extreme temperature conditions including heat, cold, dry, moisture, dirt, and dust
- Regular exposure to confined spaces and other potentially hazardous environments
- Occasional paid overtime and on-call assigned

## Health and Safety

- All employees of the MD of Lesser Slave River are governed by and must be compliant with the MD's Occupational Health & Safety Policy
- Correct Personal Protective Equipment is always required as per safe job procedures
- Ensure all operations are performed in a safe manner and in accordance with MD policies and the laws set forth by Occupational Health & Safety Rules and Regulations

---

**Salary:** Competitive salary, commensurate with experience.

**Schedule:** 8-on / 6-off, 10-hour workdays (schedule subject to change with notice).

*The successful candidate will be rewarded with a competitive salary and benefits package and a variety of developmental opportunities — including the opportunity to make a real difference within a progressive municipal organization.*

---

Interested applicants are encouraged to submit in confidence to **recruitment (@) mdlr.ca** referencing **Competition #UO2201** in the subject line. This competition will remain open until a suitable candidate is found.

The MD thanks all applicants for their interest; however, only those selected for an interview will be contacted.

