

## **JOB DESCRIPTION**

The Corporation of the City of Orillia has an opening for the full-time position of Treatment Operator in the Water and Wastewater Division of the Environmental and Infrastructure Services Department.

## **DUTIES**

- Operation, including process control and maintenance of the Water Filtration and Wastewater Treatment Plants including wells, reservoirs and pumping stations in accordance with all applicable Regulations.
- Test, record and monitor all Water Treatment and Distribution and Wastewater sampling as required to ensure compliance with Regulations.
- Assist with the operation and maintenance of the water meter and backflow prevention programs including installation, troubleshooting, repairs, programming and reading of water meters and associated appurtenances.
- Attain Certificates and Licenses to meet Subsystem and Facility classifications according to Schedule "A" – Special Qualifications, as provided in the IBEW Collective Agreement.
- Monitor facility processes and equipment by data collection, instrumentation, alarm system, and observation to ensure the plant feedback meets current standards.
- On-call and standby duties for Water Filtration and Wastewater Treatment Plant and/or pumping stations as required (30 minute response for on-call/standby duties).
- Perform all manufacturer recommended maintenance requirements for all treatment process equipment, including pumps, valves and machinery, monitor and document the performance of each piece of equipment to ensure reliable operation.
- Participate and engage in the Drinking Water Quality Management System and Wastewater Quality Management System.
- Implement change management and continual improvement to promote organizational and operational goals.
- Work in accordance of all City policies, Occupational Health and Safety Act, Safe Drinking Water Act, Ministry of the Environment, Conservation and Parks and Ministry of Labour guidelines.
- Assist with Collection/Distribution functions as required.
- Conduct laboratory testing to ensure water and wastewater quality and chemical optimization occurs.

## **QUALIFICATIONS**

- Minimum two years community college diploma in related field, preferred.
- MECP Class IV Wastewater Treatment, Class II Water Treatment, Class III Water Distribution and Supply, and Class II Wastewater Collection Certificate preferred. Minimum OIT Certificates in all 4 disciplines (with Entry Level Course) required for hiring.
- Technical Standards and Safety Authority (TSSA) and Industrial Maintenance Gas Technician (IMT) licence an asset.
- Have a thorough understanding of the Drinking Water Quality Management Standard and Environmental Compliance Approval process.
- Excellent communication, interpersonal and judgment skills with the ability to work in a team environment.
- Excellent computer skills using MS Office applications including Outlook, Word, Excel, SharePoint and Teams.
- First aid, confined space and WHMIS training an asset.
- Possess a valid class 'DZ' Ontario driver's licence with an acceptable driver's abstract.
- The successful candidate must obtain an acceptable Criminal Record Check at the incumbent's expense before the employment commencement date.

Compensation for this position is \$28.34 to \$33.60 based on a 40-hour work week, plus a comprehensive benefits package. Interested candidates are invited to submit their application by September 23<sup>rd</sup>, 2024 at noon.

## **APPLICATIONS WILL ONLY BE ACCEPTED BY APPLYING ONLINE. PLEASE CLICK THE "APPLY NOW" BUTTON BELOW.**

Note: The City of Orillia is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise the City of Orillia Human Resources Department if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process. We thank all applicants that apply and advise that only those to be interviewed will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act 2001, S.O. 2001, c. 25., and will be used for the purpose of candidate selection. Questions about this collection should be directed to the Freedom of Information Coordinator, City of Orillia, 50 Andrew St. S., Suite 300, Orillia ON L3V 7T5.