

THE CITY OF WATERLOO IS HIRING

Come work with us!



## Water Operator (MECP), Water Distribution Operations

**Competition Number:** 16537

**Posting Status:** Internal / External

**Number of Positions:** 1

**Job Status:** Regular, Full Time

**Hours of Work:** 40 hours/week

**Primary Work Location:** Waterloo Service Centre

**Hourly Range:** \$30.99 - \$38.65 ( Class D-Ib)\*

**Employment Group:** CUPE 1542

**Posting Release Date:** April 03, 2025

**Posting Closing Date:** April 25, 2025

### Why work with us:

The City of Waterloo is a rewarding place to work. Each day, you will support and/or participate in the delivery of services that impact residents of this city, making it a great place to live, work and play for everyone.

Home to two world-class universities, a top-ranked college, a tech ecosystem, entrepreneurs and small businesses, there is a readiness to do things differently in Waterloo. Our vision is to be a leader in sustainability and to build a future-ready community for all. We are committed to workplace wellbeing and providing an inclusive, safe and enjoyable work environment.

For more information about the City of Waterloo's **Strategic Plan, Vision, Values & Guiding Principles**, please click here: [City of Waterloo 2023-2026 Strategic Plan](#).

### What we offer:

- Supportive and caring organization that promotes respect, inclusivity, health, safety and wellness;
- Dedication to the organization's commitment for Reconciliation, Equity, Accessibility, Diversity and Inclusion through ongoing training and access to related programs and workshops, opportunities to connect with others around topics of social justice and equity, and opportunities to be involved with the initiatives that guide this corporate journey;
- Certification as a Living Wage Champion;
- Fulsome employer-paid benefits package (extended health and dental care), including paid sick days, long-term disability, life insurance and an Employee and Family Assistance Program;
- Defined Benefit Pension Plan (OMERS) eligibility for all employees;
- Paid vacation and personal days, and the opportunity to bank overtime;
- Substantial internal and external training and development opportunities;
- Opportunities to get involved and give back to the community;
- Employee-wide events, activities, site visits, BBQs, etc.;
- Complimentary FitPass for City of Waterloo employees and family members for leisure, swim, and fitness drop-in programs; and,
- So much more!

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## What you will do:

Reporting to Supervisor, Water Operations and Maintenance in the City Utilities Division, your primary responsibilities will include, but are not limited to, the following:

- Participate in a wide range of administrative, maintenance, construction and operational activities in the water section of the City Utilities Division and assist in other sections as required
- Coordinate, oversee and/or perform:
  - The installation, repair and replacement of water mains, fire hydrants, valves, water services and water sampling
  - Preventative maintenance programs such as hydrants inspections, pressure tests and chamber inspections
  - Isolation and return to service of sections and parts of the Water Distribution System
  - Leak detections and reduced pressure investigation
  - Customer service support and troubleshooting in the field (i.e. water discoloration or odors)
  - Responding to concerns around discolored water and odors
  - Water sampling (chlorine, bacteriological, etc.) and assist with adverse response to water situations
  - Hydrant flushing for enhanced water quality
  - Log and diary daily, documenting activities for tracking purposes
  - Response to emergency situations (e.g. water main breaks, service leaks, etc.)
  - Disinfection of Water Distribution System appurtenances as per the MECP Watermain Disinfection Procedure
  - Daily circle checks on vehicles and equipment
  - Safe and efficient operation, care and maintenance of tools, equipment and vehicles
- Maintain water system data to ensure management systems are current and accurate
- Ensure compliance with all applicable regulations, including Ministry of Environment, Conservation and Parks (MECP) guidelines, and maintain required documentation and record keeping
- Maintain a safe work environment by taking necessary precautions and applying safety procedures in accordance with health and safety legislation and City of Waterloo policies and procedures
- Communicate and co-operate effectively with others, respecting the values of the Corporation, both internally and externally
- Participate in the on-duty rotation (after-hours) for Operator in Charge (OIC) responsibilities in accordance with applicable certifications
- Provide functional and operational training as required
- May be required to act as Overall Responsible Operator (ORO) in accordance with applicable certifications and demonstrated experience and judgment, at the discretion of management
- Participate in team development and implementation of operational/maintenance programs to meet divisional objectives and the needs of our customers and infrastructure
- Participate in cross training in other areas of City Utilities and on various teams and initiatives as required
- May be required to assist with water meter installations, troubleshooting and repairs
- Other Duties as assigned

## What you will bring:

- Grade 12 diploma or equivalent with thorough knowledge of both water distribution system standards, specifications, equipment, material, techniques and procedures
- MECP Certified Operator for Water Distribution and Wastewater Collection (Class 1 preferred); candidates with an Operator In Training (OIT) license and a minimum of six (6) months direct

experience as an MECP Certified Operator in Water Distribution may be considered. Related municipal experience is preferred

- One to two (1 – 2) years of experience in a related field involving manual/physical labour and operation of power tools, vehicles and equipment
- Walkerton Clean Water Centre (WCWC) Entry-level drinking water course would be an asset
- Valid MTO ‘DZ’ class driver’s license in good standing with driver’s abstract acceptable to the City (maximum of 3 demerit points; maximum of 2 convictions within the previous 36 months; no driving related criminal code convictions within the previous 36 months; and no ignition interlock restrictions) is required to perform the job\*
- Thorough knowledge of drinking water legislation, including Safe Drinking Water Act, O. Reg 170, O. Reg 128, and the MECP Water main Disinfection Procedure
- Working knowledge of water mains, valves, and hydrants (e.g. able to do valve exercising, hydrant inspection and repairs, water sampling as well as understand basic water main appurtenances)
- Knowledge and experience with clearing blocked sewer laterals and sanitary main flushing as well as manhole inspection, lateral inspection is an asset
- Working knowledge of various pieces of Public Works equipment such as loaders, dump trucks and water maintenance equipment
- Comprehensive knowledge of the Occupational Health and Safety Act, in addition to actual and potential hazards associated with water and sewer operations and working knowledge of construction regulations (confined space, trenching, traffic control, etc.)
- Capable of performing the physical demands of the position, including lifting and kneeling on a regular basis
- Willing and able to work in an outdoor environment and actively participate in daily activities in various weather conditions
- Ability to work effectively and efficiently in a team environment and demonstrate leadership skills
- Strong oral and written communication skills are required
- Motivated , hardworking and able to work with minimal supervision
- Basic computer/tablet knowledge is an asset; must be willing to gain experience with computer programs such as SCADA, Inframap and Maximo
- Strong commitment to delivering quality customer service
- A passion for promoting and maintaining a healthy and safe workplace and the ability to work respectfully and effectively in a team environment
- Demonstrated commitment to Reconciliation, Equity, Accessibility, Diversity and Inclusion

### What we will require:

- A Police Criminal Record and Judicial Matters Check satisfactory to the City
- Proof of your current and valid certificate(s), licenses and/or educational qualification, if applicable
- Available and willing to work day, evening and weekend shifts when required
- Employees will be responsible to ensure that their certificates and licenses are kept current
- Ability to complete supplementary training related to the business unit as required (e.g. Confined Space Training, Health and Safety, Environmental, First Aid, Utility Equipment Operation, Pumping Station Operation, etc.)

**Shift Information:** Normal hours of work will be Monday to Friday, 7:00 am – 3:00 pm. Overtime and shift work may be required for operational reasons. Participation in a 24/7 on-duty rotation will be required subject to certification requirements.

**\*Classification/Hourly Rate Information:** Please note, wage classifications are based on the 2025 job rates and will be determined based on MECP Operator License(s) held at time of hire.

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WD = Water Distribution      WWC = Wastewater Collection

<b>MECP Licenses Held</b>	<b>Hourly Rate of Pay*</b>
WD OIT	\$30.99
WD 1 WWC OIT	\$34.10
WD 1 and WWC 1	\$34.86
WD 2 and WWC OIT	\$34.86
WD 2 and WWC 1	\$36.94
WD 2 and WWC 2	\$38.65

\*Rate of Pay after successfully completing probationary period. Rates of pay include premiums as outlined in the CUPE 1542 Collective Agreement.

*\*\*Please note, candidates without a valid MTO 'DZ' class license may be considered for this position in the absence of qualified applicants with the preferred class, however will be required to obtain their MTO 'DZ' class license within six (6) months of hire.*

### **Be You @ Waterloo (Our Commitment to Diversity, Equity, Inclusion and Belonging):**

The City of Waterloo acknowledges that our work takes place on the land traditionally cared for by the Haudenosaunee, Anishnaabe and Chonnonton Peoples, and is situated on the Haldimand Tract, the land granted to the Six Nations that includes six miles on each side of the Grand River. The City is dedicated to advancing the organization's commitment to Reconciliation, Equity, Accessibility, Diversity and Inclusion and to reducing barriers to employment opportunities. Applications from members of historically underrepresented groups, including Black, Indigenous, racialized communities, women, persons with disabilities and members of 2SLGBTQIA+ are encouraged for positions at all levels within the organization. Candidates from historically underrepresented groups are encouraged to self-identify in their application.

Accommodations are available throughout all stages of the recruitment process in accordance with the Human Rights Code and other applicable legislation. We encourage applicants to access support(s) that may be needed. To request accommodation during the application process, please email [recruitment@waterloo.ca](mailto:recruitment@waterloo.ca), quoting the position and competition number. Applicants advancing to the next stages of the recruitment process will be provided with additional opportunities to make their needs known.