



## UTILITIES OPERATOR 2

### 1. ORGANIZATIONAL RELATIONSHIPS

**Reports to:** Utilities Supervisor or designate

**Coordinates with:** Other District Staff

### 2. KEY RESPONSIBILITIES

An employee in this class assists the Utilities Supervisor in the efficient operation and maintenance of municipal water and wastewater facilities and systems in accordance with established policies, practices and procedures.

The incumbent will be required to perform a variety of tasks varying in degree of complexity and technical knowledge as related to the operation and maintenance of municipal water and wastewater facilities and systems. This includes, but is not restricted to equipment operation, repair and maintenance, taking samples, laboratory testing, monitoring facilities, systems and equipment performance, cleaning equipment, operating mobile equipment, maintaining records and logs as required and reporting all suspected defects in the operation.

Assignments and responsibilities are performed under general supervision and performance is subject to review, inspection and evaluation by the Utilities Supervisor or designate.

#### **General Duties:**

- Responsible for equipment monitoring, inspection, evaluation, calibration, repair and maintenance of water and wastewater facilities and systems;
- Perform laboratory sample collections, required regulatory testing and interpreting data;
- Follow industry safety rules and guidelines applicable to various disinfection and treatment processes;

## **Utilities Operator 2**

- Operate, inspect and maintain facilities and systems in the District's Utilities Section in compliance with the appropriate permits, laws and regulations required by the provincial and federal governments;
- Operate and respond to SCADA systems, various devices and instrumentation to monitor, control and troubleshoot facilities and systems in the District's Utilities Section;
- Call out and assist electrical and mechanical contractors as required or directed;
- Exercise independent judgement based on level of required qualifications and training;
- May be required to assume some or all of the duties of the Utility Supervisor in their absence providing this is assigned by the Employer and permitted with the incumbent's level of EOCP Certification;
- Perform any combination of tasks pertinent to the installation, control and operation of water and wastewater facilities and systems;
- Shall perform other tasks as assigned, provide standby duty as required and shall respond to emergencies as required or when available.

### **Knowledge, Skills and Abilities:**

- May need to upgrade skills, knowledge and attend courses and training sessions to reach or maintain the EOCP classification level designated for the District's water and wastewater facilities and systems;
- Expected to attend courses and training sessions related to utility operations and health & safety as required;
- Knowledge of standards, methods, principles, procedures and policies used in the safe construction, operation and maintenance of municipal water and wastewater facilities and systems infrastructure;
- Good working knowledge of the materials, tools and equipment used in the construction, operation and maintenance of the District's water and wastewater facilities and systems;
- Thorough knowledge of occupational hazards and health & safety practices, including recognizing and rectifying and/or reporting actual or potential safety

## **Utilities Operator 2**

hazards;

- Good interpersonal skills in order to establish and maintain an effective working relationship with co-workers, staff, management, public and outside agencies;
- Good health and sufficient physical strength, stamina and coordination to carry out manual work when necessary;
- Knowledge and ability to demonstrate familiarity with WorkSafeBC regulations and practices;
- Ability to understand, effectively carry out and complete instructions, records, forms, logs, and reports both verbally and in writing;
- Ability to understand and interpret engineering drawings and plans;
- Ability and willingness to adapt to technological change when it is introduced including current computer skills and use of appropriate software;
- Ability to estimate time, labour, material and equipment requirements for utilities projects and maintenance work.

### **3. REQUIRED QUALIFICATIONS**

- Grade 12 diploma or proven equivalent;
- Minimum of 4 years previous experience at a Class II or higher facility/system or the equivalent combination of education, training and experience.

### **4. REQUIRED LICENCES AND CERTIFICATES**

- EOCPC Certification Level III in Wastewater Treatment, Level I Wastewater Collection, Level I Water Distribution, and Small Water Systems;
- Willing to obtain EOCPC Certification at the levels designated for the classification of the municipality's water and wastewater facilities and systems as may be required by the Employer;
- Valid Class 5 BC Driver's License;

## **Utilities Operator 2**

- Occupational First Aid Level 1 Certificate;
- Police Information Check (as a condition of employment, the incumbent must be able to obtain and maintain a clear RCMP Reliability Status).

### **5. WORKING CONDITIONS**

As per Policies and Procedures of the District of Kent, and The Collective Agreement of the District of Kent.