**VACANCY POSTING**

**POSTING #: CUPE-2019-30**  
**Posting Period:** June 6 – June 18, 2019

**EMPLOYEE GROUP:** CUPE LOCAL 4700 (Haldimand)  
**POSITION STATUS:** Temporary Full-Time (from date of hire until approximately October 4, 2019)  
**Hours worked per week:** 40

<table>
<thead>
<tr>
<th>Position: Water &amp; Wastewater Operator</th>
<th>Department / Division: Public Works Operations / Environmental Operations</th>
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</thead>
<tbody>
<tr>
<td>Grade: 8</td>
<td>Location: Dunnville</td>
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<tr>
<td>Wage Rate:</td>
<td>Potential Subsequent Location: Hagersville</td>
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<tr>
<td>Operator-in-Training $23.981 / hour</td>
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<tr>
<td>Operator 1 $29.081 / hour</td>
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<tr>
<td>Operator 2 $31.991 / hour</td>
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**Purpose of Position:**  
Reporting to the Supervisor, WWW Operations, the incumbent will:
- receive work direction and guidance from the Chief-Operator-in-Charge (COIC)  
- undertake and / or assist with various activities related to the operation and maintenance of the County’s water distribution and wastewater collection & storm sewer collection systems to ensure the effectiveness / efficiency of the facilities and systems.

**Education and Experience for each level of Operator:**

**OPERATOR IN TRAINING**
- Ontario Grade 12 graduation (including relevant courses), or equivalent (note: educational equivalency is determined by the Director of the M.O.E.)  
- Current Water Distribution and Wastewater Collection Operator in Training license required coming into the job  
- Must possess OIT certification in water distribution and wastewater collection.  
- Must have successfully completed Ministry of the Environment approved entry level training course.  

PLUS  
- over six months, up to one year current related experience and orientation, training & adjustment on the job itself
OPERATOR 1
- Must possess Class 1 certification in water distribution and wastewater collection.
- Ontario Grade 12 graduation (including relevant courses), or equivalent (note: educational equivalency is determined by the Director of the M.O.E.)

PLUS
- Minimum of three years related experience including one year as an OIT in a Water Distribution and Waste Water Collection system (As per MOE Certification Standards).

OPERATOR 2
- Must possess Class 2 certification in water distribution and wastewater collection
- Ontario Grade 12 graduation (including relevant courses), or equivalent (note; educational equivalency is determined by the Director of the M.O.E.)

PLUS
- Minimum of five years current related experience including three as an Operator holding level 1 Water Distribution and level 1 Waste Water Collection licenses (as per MOE Certification Standards).

Knowledge & Skills Required:
- Must have demonstrated working knowledge of water distribution and wastewater operations.
- Must have working knowledge of the Occupational Health & Safety Act
- Knowledge of SCADA (Supervisory Control And Data Acquisition)
- Must possess a current valid Ontario Class G Driver’s license.
- Must be physically able to do the work.

Computer Expertise:
The incumbent must possess basic computer skills scored at 70% or higher to ensure their:
- proven ability to follow steps that are well defined to obtain / input information
- use software on a regular and recurring basis to key in basic data (for example, time input into e-Timesheets, etc.) and send e-mails

Machines Operated:
- Rodding Machines
- Pick up trucks
- One ton trucks
- Portable Pumps
- Cement Saws
- Chain Saws
- Compressors
- String trimmers
- Generators
- Vactor Truck
- Tapping machines

Accountabilities / Tasks
Include, but are not limited to, the following:
- inspect, evaluate, adjust, service and repair all water, wastewater and stormwater mains and services
- inspect, operate, adjust and repair to all components of the reservoir & pump station supply and standpipes for the communities of Caledonia & Cayuga including SCADA operation
- conduct infrastructure locates
- conduct water sampling and analysis
- install water meters
- respond to service requests and system issues/emergencies both during and after-hours,
- perform preventive maintenance activities for all water distribution and wastewater/stormwater collection system components as required
- complete documentation required for / by the organization (time sheets, log books, service reports, etc.)
• ensure all MOE regulatory requirements are being met under area of assigned responsibility
• undertake maintenance and housekeeping activities required for the water distribution and wastewater collection shops / facilities / systems (painting, cleaning, yard work, etc.)

All Haldimand County employees are expected to:
• work safely and respect others in the work place
• maintain confidentiality
• work within policies and procedures determined by Haldimand County and / or legislation relative to the function

This position requires:
- a current (within the past 6 months) Police Check – OPP LE 219

Those who are interested in applying for this position must submit a resume and covering letter as appropriate in confidence to careers@haldimandcounty.on.ca by 4:30 p.m. on the last day of this posting. Only those who are selected for an interview will be contacted.

AN EQUAL OPPORTUNITY EMPLOYER

Accommodation is available for any applicant with a disability, as it relates to the recruitment process of this position. Upon request, Haldimand County will consult with the applicant and provide, or arrange for the provision of a suitable accommodation in a manner that takes into account the applicant’s accessibility needs due to disability.

As per current Legislation, if it is determined that those employees with priority placement status are suitable for this job, before a selection decision has been made, this competition may be cancelled.