



## **Water and Wastewater Utility Operator**

The Town of Stettler is looking to fill the permanent full time position of Water and Wastewater Utility Operator.

The successful candidate will have experience operating all types of equipment, including backhoes, loaders and skid steers. You have a high mechanical aptitude and a willingness to obtain additional educational requirements to obtain certification from Alberta Environment.

You must be a highly motivated person with the ability to handle stressful, changing work environments with minimal supervision.

We would like to hear from you if you are qualified and interested in the position. Please apply in confidence by Friday, May 18<sup>th</sup> to:

Water/Wastewater Foreman  
[gmcquay@stettler.net](mailto:gmcquay@stettler.net)

A detailed job description can be found on our website at [www.stettler.net](http://www.stettler.net), which outlines in more detail the key accountabilities and required qualifications.

We thank you for your interest in working for the Town of Stettler.

Only those selected for an interview will be contacted.



## UTILITY OPERATOR

### JOB DESCRIPTION

**Reports to:** Water and Wastewater Foreman

Reviewed May 17, 2005

Revised April 11, 2018

#### FULL TIME POSITION

\*\*\*\*\*

**Summary:** Employees of this class will be involved in the day to day maintenance and operation of the Town of Stettler water and wastewater utility operation. This work may involve the use of equipment and the supervision of a small crew of skilled or unskilled workers. Employees will receive daily instruction or may be given responsibility over specific tasks or projects.

#### Typical Duties:

1. Operation of various pieces of equipment such as rubber tired loader, rubber tired backhoe, rubber tired excavator, flushing truck and tandem trucks, etc.
2. Makes regular checks, services and repairs to all equipment vehicles, sewer lift stations, water wells, reservoirs, fire hydrants, etc.
3. Installs water and sewer lines and services.
4. Supervises and works with a small crew of employees on designated projects.
5. Samples and analyses water quality and maintains water metering components. Repairs and installs water meters.
6. Some employees in this class may occasionally assist at the Water Treatment Plant.
7. Some employees in this class may work as an electrician as per the electrician's typical duties.
8. Some employees in this class may work as a plumber as per the plumber's typical duties.

**UTILITY OPERATOR  
JOB DESCRIPTION  
PAGE 2**

**LIMITS**

This job description is not a definitive enumeration of its scope, but represents a general overview of what can be expected in this type of work. The incumbent may be required to perform duties that, although not directly related, are recognized by the Town of Stettler as a component of the position.

**Job Hazards include but not limited to:**

1. Confined Space Entry
2. Ground Disturbance
3. Chemical Exposure

**MINIMUM QUALIFICATIONS**

**Valid Certification in:**

Must have five years municipal experience in the repair and maintenance of the water and sewer utility systems or an equivalent combination of education and experience

Class II - Water Distribution

Class II - Waste Collection

Class I - Wastewater Treatment

Or:

Class II - Water Treatment Plant

Class I - Water Distribution

Valid Class III Driver's License with Q endorsement

**Knowledge, Ability and Skills:**

Ability and knowledge of operation and maintenance of sewer lift stations, water wells and reservoirs and knowledge of the electrical equipment in this field

Ability to operate equipment such as rubber tired loader, rubber tired backhoe, tandems, flusher/vac, camera equipment, sewer auger, etc

Ability to supervise a small crew of skilled or unskilled workers

**Additional Certification that may be obtained to enhance the qualifications for the Utility Operator:**

1. First Aid
2. Confined Space Entry and Rescue
3. Fall Protection
4. Hazard Identification