



JOB DESCRIPTION

Title	WWTP Operator	Pay Grade	EOCP Level I – 09 Outside EOCP Level II – 10 Outside EOCP Level III – 13 Outside
Department	Utilities	Location	Wastewater Treatment Plant
Supervisor	Manager of Water Utilities	Reviewed	May 2022

Nature and Scope of Works

Under the direction of the Chief Operator, the Wastewater Operator assists in the operation, maintenance, and administration of the District's wastewater treatment plant, lift stations, and associated appurtenances.

Duties

1. Installs, operates, maintains, inspects, and monitors the operation of heavy motors and pumps at lift stations and Treatment Plant.
2. Performs sampling and laboratory tests of plant treatment processes to ensure standards compliance.
3. Performs rounds to check the general operations of the plant and lift stations.
4. Operates sludge dewatering equipment and coordinates bin pickups.
5. Helps maintain appropriate chemical applications and doses required to ensure operating permit objectives.
6. Ensures that Ultraviolet system equipment is clean and in proper working order.
7. Collects samples, performs lab analysis, and creates summary reports as required by operating permit.
8. Performs wash down of chambers, clarifiers, and lift station wet wells according to regular schedule.
9. Maintains daily logs; reports unsafe conditions; and records plant and lift station operating data as required.
10. Maintains buildings, and lift stations including cleaning, painting, and minor repairs.
11. Is available to be on call and work weekends as assigned.
12. Performs maintenance activities daily, monthly, and annually at treatment plant and lift stations in accordance with established maintenance procedures.
13. Works with contractors and tradespeople.

14. Performs other tasks including repair and replacement of equipment, special project assignments, public relations as required, meetings, and other related duties as assigned.

Required Skills and Knowledge

1. Thorough knowledge of the safe operation and maintenance practices and procedures related to machinery.
2. Thorough knowledge of hydraulics, pumps, valves, gauges, and meters.
3. Thorough knowledge of mechanical and low voltage electrical aspects of pumps and pump drives.
4. Ability to operate a variety of hand tools, machinery, vehicles, and equipment.
5. Experience with computer programs including SCADA systems and Microsoft Office.
6. Ability to maintain detailed statistical records.
7. Ability to read blueprints and sketches.

Required Qualifications, Training, and Experience

1. EOCP certification in Wastewater Treatment at EOCP Level I, II or III.
2. Completion of an accredited post-secondary program in Water/Wastewater Technology (or equivalent), plus related municipal experience and training in wastewater treatment is preferred.
3. First Aid certification.
4. Confined space training is considered an asset.
5. Intermediate level experience with Microsoft Word and Excel.
6. A valid B.C. Driver's Licence – Class 5.

Hours of Work

1. Remuneration in accordance with Schedule 'A' of the CUPE Local 1136 Collective Agreement.
2. Overtime, callouts, and standby as required in accordance with the CUPE Collective Agreement.