



JOB DESCRIPTION

Title	Wastewater Technician	Pay Grade	EOCP Level 1 – 09 Outside EOCP Level 2 – 10 Outside EOCP Level 3 – 13 Outside EOCP Level 4 – 15 Outside
Department	Utilities	Location	Wastewater Treatment Plant
Supervisor	Manager of Water Utilities	Reviewed	January 2024

Nature and Scope of Works

Under the direction of the Chief Operator, operates and maintains the Wastewater Treatment Plant and associated pumping facilities under the limited supervision of the Wastewater Treatment Plant Chief Operator.

1. Perform plant and laboratory functions as directed.
2. Monitor, test, adjust and maintain the wastewater treatment plant in good working order.
3. Performs rounds to check the general operations of the plant and lift stations; clean bar screens; unplug and clean pumps; remove debris; check operation of pumps.
4. Operate sludge dewatering equipment and coordinate full bin pickups.
5. Ensure all chemical applications and dosages meet required permit regulations.
6. Ensure that Ultraviolet system equipment is in proper working order and cleaned as necessary.
7. Take and record plant operation readings according to prescribed schedules.
8. Collect samples for lab analysis; perform lab analysis and create summary reports as required by operating permit.
9. Perform wash down of chambers, clarifiers and lift station wet wells according to regular schedule.
10. Maintain daily logs; report unsafe conditions; record plant and lift station operating data as required.
11. Maintain building in clean and sanitary conditions; wash floors; paint; maintenance; and other related tasks.
12. Perform other tasks including assigned special projects, public relations assistance during breakdowns, meetings and others; assist in repair and replacement of equipment.
13. Required to be on call and work weekends when assigned and be available to respond to call outs.

14. Perform maintenance activities daily, monthly, and annually at plant and lift stations in accordance with established maintenance procedures.
15. Work with contractors and tradespeople.
16. Perform related duties as assigned.

Required Skills and Knowledge

1. Laws, regulations, policies, and procedures applicable to assigned tasks.
2. Mechanical and piping systems including valves, line-ups, gauges, and meters.
3. Operation of a computer terminal and SCADA; data entry, record-keeping and appropriate business and operating software.
4. Operate a variety of hand tools, machinery, vehicles and equipment.
5. Read blueprints regarding piping.
6. Thorough knowledge of the safe operation and maintenance practices and procedures related to machinery.
7. Thorough knowledge of hydraulics, pumps and valves.
8. Thorough knowledge of mechanical and low voltage electrical aspects of pumps and pump drives.
9. Ability to maintain detailed statistical records.

Required Qualifications, Training, and Experience

1. EOCP certification in Wastewater Treatment at EOCP Level 1, 2, 3, or 4.
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. 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.