



PART-TIME CONTRACT EMPLOYMENT OPPORTUNITY

Water Operator

JOB SCOPE:

The Alderville First Nation is seeking a reliable, motivated and energetic individual to fill the position of Water Operator. This is a **part-time contract** position for 3 days per week (22.5 hrs/week) until March 31, 2020. *Must be flexible and available for on-call after hours and during weekends as required.*

The successful candidate will work under the direct supervision of the Housing & Capital Assets Officer and will be responsible for ensuring safe continuous operation of the Community's Point of Entry (POE) Water Supply Systems.

DUTIES & RESPONSIBILITIES:

- Routine monitoring and recording of operational data (daily logs) for each POE site.
- Routine water quality tests, analysis, and data recording at the Water Operation Laboratory.
- Routine water quality sampling programs prescribed by Health Canada including the collection, packaging, and shipment of weekly, quarterly, and annual water samples from all residences and public buildings to the Health Canada Lab for analysis.
- POE system maintenance conforming at all times to legislated health and safety policies and practices; and safe chemical handling practices.
- Adjust treatment process, correct water leaks, and respond to equipment alarms.
- Preventative maintenance and repair of equipment at the buildings
- Implement changes or additions to water treatment process and the water supply connections to consumers under the guidance of the Water Systems ORO.
- Analyse operational data and confirm good POE System performance at all sites is maintained
- Prepare annual water system performance reports for Management, Chief and Council & DISC
- Routine cleaning and housekeeping at each POE site as well as at the water operation lab and office.
- Participation in rotational on-call.

MINIMUM QUALIFICATIONS:

- *Ideally candidates will meet the qualifications listed; however, "on the job training" will be provided to the successful candidate that may not have all the 'considered assets' listed below:*
 - Ontario Secondary School Diploma (Grade 12/GED) required
 - Community College Diploma in an environmental science or engineering program with a focus on water and/or wastewater principles and technologies an asset
 - Considered an asset:
 - 1-3 years' water treatment experience performing work in a private water supply system or a public utility
 - Knowledge of water treatment processes including disinfection and water pumping systems
 - Knowledge of safe chemical handling practices especially sodium hypochlorite
 - Proven hands-on laboratory skills related to water testing
 - Knowledge of Ontario Safe Drinking Water Act 2002 and its regulations
 - Physical capabilities to perform the duties of the position such as standing, bending, kneeling, lifting and moving of heavy or awkward objects
 - Excellent communication (oral and written), organizational and problem-solving skills
 - Ability to work independently and as part of a team, demonstrating organizational and prioritizing skills
 - Computer skills – Microsoft Suite (Word, Excel) – E-mail, Internet
 - Must have valid Class 'G' driver's license with \$1M liability insurance with reliable method of transportation
 - Current Criminal Reference Check and Vulnerable Sector Search required (if position offered)

Salary: Alderville First Nation Salary Grid will apply – targeted start rate is \$17.84 per hour

Deadline to Apply: Thursday, May 17, 2018 @ 4:30p.m.

How to apply: Applications **must include** a cover letter, resume and three work-related references and/or letters of reference.

Applications can be hand delivered to the reception area of the Alderville First Nation Administration Office or:

E-mail to: mlevesque@alderville.ca
Fax to: (905) 352-3242
Mail to: Alderville First Nation
11696 Second Line Road, Roseneath, Ontario K0K 2X0

Attention: HR Manager, Melissa Levesque
RE: *Water Operator*

For full job description, contact Stephanie Bennett or Melissa Levesque at (905) 352-2011. We thank all who apply however only those selected for an interview will be contacted.

Chief and Council retain the right to make the final decision on the selection of the successful candidate.