



*Cypress County*

## **EMPLOYMENT OPPORTUNITY**

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### **UTILITY OPERATOR**

Cypress County is a rural municipality in the southeast corner of Alberta. The majority of the County's 1.3 million hectares are utilized for agricultural purposes, including high intensity irrigated cropping. Cypress County operates 1 Water Treatment Plant, 10 Booster Stations, 9 Water Distribution Systems, 5 Wastewater Treatment Lagoons and 7 Wastewater Collection systems.

The County's 7,600 residents live on farms, acreage subdivisions and in 10 small urban communities. Cypress County promotes a relaxed rural lifestyle and a safe community for families. Along with the City of Medicine Hat, CFB Suffield and Cypress Hills Provincial Park, this area is a great place to live and work.

Reporting to the Utilities Supervisor, the Utility Operator is responsible for the day to day operation and maintenance of Cypress County's Level II membrane filtration Water Treatment Plant, Level I Water Distribution and Level I Wastewater Collection systems and Level I Wastewater Treatment Lagoons. The ideal candidate will have Grade 12 or G.E.D; valid Level 1 Water Treatment, Water Distribution, Wastewater Collection and Wastewater Treatment for Alberta Environment and Parks (A.E.P.) or ability to obtain in a reasonable time frame; minimum of two (2) years directly related operating experience; Valid Class 5 Driver's License; physical ability to perform job tasks; valid First Aid, TDG, Confined Entry, H2S Alive; a management approved combination of education and experience may be considered.

Cypress County offers a highly attractive total compensation package, including competitive salary, excellent benefits, participation in the Local Authorities Pension Plan, in addition to supporting learning and development opportunities. This full-time, permanent position entails a 40.00 hour work week and participation in a rotational on call and rotating weekend shift system. To learn more about what Cypress County has to offer please visit our website, [www.cypress.ab.ca](http://www.cypress.ab.ca)

If this opportunity interests you, please forward your resume and cover letter no later than  
**4:30 pm on Friday, October 11, 2019 or until position is filled**  
to [competitions@cypress.ab.ca](mailto:competitions@cypress.ab.ca)

Cypress County would like to thank all applicants for their interest and time.

**POSITION TITLE:** Utility Operator

**REPORT TO:** Utilities Supervisor

**SUBORDINATE POSITIONS:** None

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### **Scope**

Responsible for operation and maintenance of Cypress County water plants, water distribution systems, wastewater treatment and wastewater collection systems, daily utilities account services.

### **Job Description**

- Operate, maintain and inspect water treatment plants, booster stations, water distribution systems, wastewater treatment lagoons and collection systems.
- Performs required testing and inspections of water and wastewater systems, booster stations, lagoons and other relevant collection system.
- Records water sampling/testing results as required by Alberta Environment and Parks (A.E.P), adjusting as required to ensure systems are compliant.
- Maintains accurate and complete daily water and wastewater plant log sheets and reporting.
- Completes and files Contravention/Incident reports for all water and sewer systems as required.
- Ensures complete maintenance and repair of water lines, sewer lines and supply lines including degreasing and flushing.
- Ensures complete maintenance and repair of Flushes fire hydrants in all hamlets as required.
- Ensures operation, maintenance and repair of County water wells.
- Repairs or replaces water meters, meter reading devices, curb stops and hydrants as required.
- Completes weekly bacteriological sampling in hamlets and delivery of same to AB Health Services.
- Responds to complaints and queries from utility customers.
- Calls AB-1-Call locates from other Utility companies and locates County owned water and sewer lines as requested by AB-1 call.
- Turns on and off customer services as directed.
- Moves, loads and unloads water treatment chemicals.

- Complies with utility maintenance job procedures, and safe work practices, including completion of reports/records, such as hazard assessments.
- Operates vehicles in a safe and responsible manner, completes routine daily checks and maintains reasonable interior and exterior cleanliness.
- Participates in rotational on call system.
- Performs other related duties and responsibilities as required.
- Trains and participates, as required, in the Municipal and Regional Emergency Response Plans.

### **Position Requirements**

- Successful completion of Grade 12 or equivalent (GED).
- Valid Level 1 Water Treatment, Water Distribution, Wastewater Collection and Wastewater Treatment or ability to obtain Level 1 certification from Alberta Environment and Parks (A.E.P.) in an agreed upon time frame.
- Minimum of two (2) years of directly related operating experience in water and/or wastewater if preferred.
- Valid Alberta Class 5 motor vehicle operator's licence with acceptable driving record.
- Proficiency with computers and familiar with Microsoft Office products including Excel.
- Valid Standard First Aid Certificate with CPR; WHMIS, Transportation of Dangerous Goods (TDG), H2S Alive, Confined Space Entry/Rescue is preferred.
- Demonstrated knowledge of Alberta Environmental Codes of Practice for Water/Wastewater Systems and the Occupational Health & Safety Act.
- Demonstrated organizational, time management and communication skills.
- Proven ability to work both independently and collaboratively.
- Physical ability to perform job tasks in all weather conditions in a safe manner.
- A management approved combination of education and experience may be considered.