



## **Wastewater Treatment Operator**

**Permanent Full Time**

**Job Posting #: 2023-17**

**Closing Date: Friday, March 24, 2023 at 4:30pm**

The City of Owen Sound is seeking experienced and motivated individuals for the Wastewater Treatment Operator position. This is a permanent full-time unionized position. The principal function of this position is to provide proper treatment of sanitary wastewater via proper operation and maintenance of the wastewater treatment plant and pumping stations in compliance with Ministry of the Environment regulations and facility Environmental Compliance Approval requirements.



### **Education Required:**

College Diploma or Equivalent

Ministry of the Environment Wastewater Treatment Certification, Minimum Class 2

Ministry of the Environment Wastewater Collection Certification OIT

### **Experience Required:**

Five (5) years' experience in a wastewater treatment environment working toward Wastewater Treatment Class 3 certification

### **Additional Skills / Competencies Required:**

- Valid G Driver's License
- Knowledge of equipment, methods, tools and materials used in the operation and maintenance of the wastewater system.
- Be able to work from and interpret work orders, specifications, standards, and instructions, and to interpret plan/profile drawings, sketches and diagrams
- Ability to communicate effectively with supervisors, co-workers, contractors, other City employees and the general public
- Knowledge of underground utilities and construction techniques
- Strong Mechanical Aptitude/Experience
- Knowledge of Occupational Health and Safety Act and Regulations.
- Basic computer knowledge including knowledge of SCADA and the ability to track work codes and time worked using computerized software.
- Ability to work weekends, evenings, nights and the on-call schedule.

The wage rate for this position (as of April 1, 2023) depends on the level of certification obtained as follows:

<b>Water &amp; Wastewater Division</b>	
Labourer/Operator in Training	\$26.26
Cert.Level I 90%	\$30.06
Cert.Level II 100%	\$33.35
Cert.Level III 102.5%	\$34.16
Cert.Level IV 105%	\$34.99

Please note the City is currently undergoing a Corporate-Wide Service Level Review, therefore potential reporting alignment or the duties and accountabilities are subject to modification.

The full job description can be found below. To explore this opportunity further, we invite applicants to forward their resume and cover letter by March 24, 2023 at 4:30pm to:

Human Resources Manager  
 City of Owen Sound  
 E-mail: [hrjobposting@owensound.ca](mailto:hrjobposting@owensound.ca)

The City of Owen Sound is proud to be an equal opportunity employer, valuing and respecting diversity. We are committed to inclusive, barrier-free recruitment and selection processes. We will accommodate the needs of qualified applicants under the Human Rights Code and the Accessibility for Ontarians Disabilities Act, in all aspects of the hiring process, upon request. We thank all applicants for their interest; however, only those being considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act and will only be used for candidate selection.

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**Department:** Operations

**Division:** Water and Wastewater

**Job Title:** Wastewater Treatment Plant Operator

**Employee Group:** CUPE 1189-01

**Direct Supervisor:** Wastewater Superintendent

**Revision Date:** May 2019

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**Position Summary and Scope:**

The principal function of this position is to provide proper treatment of sanitary wastewater via proper operation and maintenance of the wastewater treatment plant and pumping stations in compliance with Ministry of the Environment regulations and facility Environmental Compliance Approval requirements.

**Duties and Accountabilities:**

**Daily**

- Operate the wastewater treatment plant and related facilities in accordance with in-plant procedures in compliance with or better than MOE quality standards
- Collect samples according to sampling protocol and submit to accredited laboratories as per regulatory requirements.
- Collect samples and perform in plant testing for various water quality and biosolids parameters in order to assess plant operation to ensure compliance with MOE regulations and guidelines.
- Maintain records relating to water quality and plant operations and flows, and provide reports as required including reporting on bypasses.
- Calibrate on a scheduled basis, analytical equipment
- Perform preventative maintenance on facility equipment at the plant and other facilities including security checks.
- Make adjustments to process controls, equipment and treatment units, including optimizing dosage of coagulant to minimize chemical consumption while not compromising treatment
- Actively work towards minimizing energy usage and suggest ways to optimize plant operations and improve asset management
- Respond to issues regarding water quality as may arise
- Participate in plant upgrade projects
- Provide general ground maintenance and snow clearing
- Provide on-call support in Wastewater Collection.
- Work closely with Wastewater Collection on issues affecting the entire system.

**Periodic**

- Participate in regular training and upgrading as per Provincial Regulations  
May be designated (by management) to be the Overall Responsible Operator (ORO) as

- per Provincial Regulations
- Other duties as assigned by the Wastewater Superintendent

### **Occasional**

- Provide tours for community groups and organizations
- Participate in design or construction meetings during plant upgrades

### **Employee Health & Safety Responsibilities:**

- Carry out work in a safe manner, preventing safety hazards to the incumbent and others;
- Actively participate in all COS safety initiatives and trainings;
- Report all hazards, incidents, accidents, near misses, injury or illness promptly to your supervisor; complete all requested documentation.
- Follow all COS policies and procedures as well as the Occupational Health and Safety Act. (For a detailed description of worker responsibilities see the Occupational Health and Safety Act Part III Section 28.)

### **Educational Requirements:**

**College Diploma or Equivalent**

### **Details – Specialty, major etc.:**

Ministry of the Environment Wastewater Treatment and Collection Certification

### **Skills and Competencies at the working level:**

Valid G Driver's License

Knowledge of equipment, methods, tools, and materials used in the operation and maintenance of the wastewater system.

Ability to communicate effectively with supervisors, co-workers, contractors, other City employees, and the general public.

Must be able to interpret work orders, specifications, standards, and instructions, and interpret plan/profile drawings, sketches and diagrams.

Knowledge of underground utilities and construction techniques.

Basic knowledge and ability relating to computer systems and software i/c SCADA.

Knowledge of OSHA especially related to confined space standards.

### **Experience at the working level:**

#### **Previous Work Related Experience (# of years or months):**

5 years experience in a wastewater treatment environment working toward Wastewater Treatment Class 3 certification.

#### **Positional on-the-job training required (# of weeks or months):**

Required to work within the Owen Sound facilities for three (3) years to fully learn the site specific requirements of the position.

**Working Relationships:**

To perform this job effectively, the incumbent will need to communicate and maintain good working relationships with Water and Wastewater Operators, Wastewater Superintendent, Other Operations staff, MOE Officials and the general public/customers. There is some interaction with the general public that requires diplomacy.

**Independence of Decision Making:**

Has established policies & procedures: Yes

Supervisor or lead hand usually available: Yes

Problem solves within clear guidance and/or past practice: Yes

**Physical Demands:** Length of time/repetitions/weight in average working day.

Computer Use: 0-1 hours daily

Walking: daily on concrete floors throughout the plant

Standing: 1-2 hours daily

Sitting: 1-2 hours daily

Lifting: up to 60 lbs (27kg)

Ladder Climbing: minimal

Exposure: The majority of the work is indoors however some exposure to varying weather conditions when performing outdoor work.

Other: Ability to work in confined spaces and climb stairs.

**Working Conditions:**

Hours of work: 40 hours per week

Shift length: 8 hours per day

Shift Schedule: Monday - Friday

Additional Comments:

This position has scheduled weekend work. Required to work on-call on a rotational basis. The plant has a number of hazardous and dangerous chemicals that the operator is trained on handling and working with.

Requires 24 hour on-call status on a rotating basis, staying within reasonable response time, defined as one (1) hour to arrive at plant after receiving call.

**Consequence of Errors:**

Failure to meet Ministry of the Environment regulations (or to provide proper operation and maintenance of the plant) could/would have significant impact to the environment and could result in large fines to the operator and the City, as well as negative public health impact.