

Competition No.: 2017 - 23

Hours of work: 40

Close Date: June 12, 2017 at 4:00 p.m.

Remuneration: \$22.55 Trial/Probation Period rate

Location: Operations

\$25.84 Target rate full qualifications

Department: Operations

Utility Maintenance Permanent

Description:

Under the general direction of the Manager of Utilities, is responsible for performing duties related to maintenance, repair and replacement of water, wastewater and land drainage systems.

Core Competencies applicable to all positions within the City of Selkirk
<ul style="list-style-type: none"> Citizen and Public Focus Communication Teamwork and Ambassadorship Integrity and Trust Ethics and Values Strategic Results Orientated Decision Making and Judgment

Job Duties

- Perform duties related to the maintenance and repair of the water system, including main lines, valves, hydrants, service lines, accessories and appurtenances.
- Perform duties related to the maintenance and repair of wastewater and land drainage system which includes manholes, main lines, service connections, accessories and appurtenances.
- Perform duties related to the thawing of water, wastewater and land drainage systems with portable steamers, etc.
- Perform water cut-ins and cut-offs on main valves and individual service boxes as requested.
- Provide underground utility locations for outside utilities, contractors, etc.
- Provide and maintain accurate records regarding the day-to-day operations. Records are to be in both written and electronic format and meet Provincial Regulations under the Environmental Act.
- Operate the utility maintenance vehicle, other vehicles, and a variety of hand tools, small equipment, and light equipment as related to carrying out work assignments.
- Perform maintenance, routine checks, minor services, daily inspections reports and cleaning of vehicles and equipment utilized in day-to-day work related activities.
- Inform the Manager and/or Mechanic of any required significant repair or safety problem on equipment being operated.
- Correspond with consumers, contractors, etc. as required.
- Serve as the designated Field Person In-Charge as directed by the Manager of Public Works.
- Assist Meter Maintenance Personnel when required.
- Conduct Chlorine Residual Testing after a repair to the Water Distribution System.
- Provide support services within the City of Selkirk Emergency Plan in the event of an emergency as required.
- Provide support and training to other employees as required.

Utility Maintenance Job Duties continued...

- In the course of carrying out daily tasks, the incumbent must practice established safety rules and regulations for the protection of self, fellow employees, the public and property, or equipment operated, by being continuously aware of existing and new safety procedures of the department.
- Establish and maintain positive working relationships with employees at all levels of the organization, external contracts and the public, in accordance with the Respectful Workplace Policy.
- Perform other related duties as may be assigned.

Minimum Requirements

Education, Knowledge and Experience:

- Grade 12 Education with courses in Chemistry, Mathematics, Physics, Biology & Electrical Theory
- Possess a Level II Wastewater Collection Operator License within the Province of Manitoba
- Possess a Level II Water Distribution Operator License within the Province of Manitoba
- Must be capable of serving as the designated Field Person In-Charge as legislated under Provincial Mandatory Certification Regulations
- A minimum of three (3) years experience within similar water distribution and wastewater collection facility operations in a municipal corporation
- Possession of a Valid Class 5 Manitoba Drivers License
- Experience in basic plumbing techniques
- Experience in the operation of designated equipment and power tools
- Ability to read and understand engineering drawings related to the City's infrastructure
- Ability to maintain records in written and computer based format
- Possess valid CPR/First Aid Certification
- Possess Certification in Confined Space Entry Training
- Must be able to communicate clearly and concisely, both orally and in writing. This includes the ability to understand written and verbal instructions
- Ability to establish and maintain positive working relationships with employees at all levels of the organization, external contracts and the public, in accordance with the Respectful Workplace Policy
- Ability to work independently, with a minimum of supervision
- Knowledge and understanding of the occupational hazards, safety precautions, regulations and procedures that are applicable to the area of work
- Demonstrated competence in safe work practices
- Must be physically able to perform all the laboring aspects or other duties associated with the position

Comments:

This is a full time permanent unionized position advertised both internally and externally at the same time. Preference will be given to established (as outlined in the Collective Agreement) members of CUPE Local 336 who meet the listed minimum requirements. Internal applications will be accepted until 4:00 p.m. on Monday, June 12, 2017. Interested individuals are to specify position being applied for, list how they meet the required qualifications and direct their application to:

Human Resources, City of Selkirk, 200 Eaton Avenue, Selkirk, Manitoba R1A 0W6
Fax: 204-482-5448 Email: jobs@cityofselkirk.com

Thank you to all who apply, however, only those candidates selected for an interview will be contacted.