



## **JOB DESCRIPTION**

**TITLE:** **WATER TECHNICIAN**

**DEPARTMENT:** **Public Works**

**LEVEL:** **11**

**Position Last Evaluated: Dec 2014**

**Job Desc. Last Updated: Jan 2021**

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### **JOB SUMMARY**

Reporting to the Senior Water Technician, the incumbent carries out the installation, operation, modification, maintenance, and treatment duties related to all water pump stations, pressure reducing stations, chlorination/screening points, standby generators and satellite reservoirs. The Water Technician is required to perform general water quality laboratory analysis and government water sampling programs. The incumbent may be required to participate in the on-call rotation of personnel in Waterworks.

### **TYPICAL DUTIES AND RESPONSIBILITIES**

1. Operates, repairs, maintains, modifies, and installs equipment related to the water processing facilities of the City, which includes but not limited to: pump stations, pressure reducing stations, satellite reservoirs, chlorination sites, and standby generators.
2. Maintains operational records and reports, and job costing information with respect to repairs and new installations.
3. Performs daily water sample collection for Ministry of Health testing and analysis. Ensures proper chlorination occurs, and makes adjustments to chlorination equipment as required.
4. Works with chlorine solution and injection equipment; responds to emergency chlorine leaks as required.
5. Responds to public complaints and enquiries via email, telephone or onsite meetings.

**TYPICAL DUTIES AND RESPONSIBILITIES cont.**

6. Performs preventative and routine maintenance and adjustment on all water supply and distribution equipment and facilities
7. Assists in diagnosis and repair/adjustment of system and controls.
8. Provides advice to Water Supply and Distribution staff and may provide orientation to new or temporary employees.
9. Provides direction to contractors and consultants.
10. Operates and interprets information from SCADA (Supervisory Control and Data Acquisition) System.
11. Assists with dam patrols and pipelines inspections as required.
12. Responds to water main breaks.
13. Performs other duties as required.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

Thorough knowledge and understanding of lab analysis techniques and procedures.

Thorough knowledge of water distribution and treatment systems.

Thorough knowledge of operating procedures and permit requirements.

Thorough knowledge of hydraulics, water pumps, and pressure reducing valves.

Thorough knowledge of Canadian Drinking Water Guidelines.

Considerable knowledge of alarms, telemetry systems, and electrical systems related to the various control functions used within the system (SCADA).

Ability to prepare reports and technical data analysis.

Ability to read and interpret engineered drawings and prepare red-line as-constructed drawings.

Ability to provide functional direction to others during routine and emergency situations.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES cont.**

Ability to plan, prioritize, and have strong organizational skills.

Ability to comprehend and carry out written and oral instructions.

Knowledge of Microsoft Office.

Knowledge of asset management systems for Utilities.

Ability to work varied hours.

Ability to communicate with courtesy and tact in order to obtain and/or distribute routine data or information to internal and external customers. This may involve the ability to probe for information and clarification.

Work may involve constant handling of somewhat awkward and/or medium weight objects or tools/equipment and/or climbing structures. Core work activities may require sitting or standing for prolonged periods throughout the workday, with limited opportunity for relief.

**MINIMUM TRAINING AND EXPERIENCE REQUIRED**

Valid and in good standing Level III EOCP Water Distribution Certificate or equivalent provincial certification with a provincial sharing certification reciprocity, plus 1 year of experience in a Class III water distribution system.

Possession of a valid Chlorine Handler Certificate.

Possession of a valid Class 5 BC Driver's Licence.

**GENERAL STANDARDS**

All employees shall take reasonable care to protect their health and safety, and the health and safety of other persons by becoming familiar with the Occupational Health & Safety (OH&S) Program, following established safe work procedures, using protective equipment, and asking for training if unfamiliar with work requested to perform.

Contributes to maintaining a respectful, safe, and supportive work environment that embraces diversity and where everyone is treated with courtesy, dignity, and fairness.

Adheres to City policies and objectives.