



MOUNTAINS OF OPPORTUNITY

# CRANBROOK

## JOB POSTING

### Operator 1

#### POSITION

**POSTING #**

24-76

**POSTING TYPE**

External

**POSITION TYPE**

Full-time

**HOURS OF WORK**

40-hour work week, as per schedule

**DEPARTMENT** Public Works

**HOURLY RATE** \$34.19 per hour, Pay Grade 6 – Schedule “B” Outside Employees

#### POSITION SUMMARY

Reporting to the Utility Lead Hand, the Operator 1 performs the duties of an Operator 1, which includes assisting other members of the Utilities section of the Public Works department with surface and groundwater capture, treatment, and distribution system operation and maintenance; operation and maintenance of wastewater collection and treatment facilities; operation of a variety of mobile equipment common to a municipal Public Works department; and performing the duties of a Truckdriver/Labourer.

#### ESSENTIAL QUALIFICATIONS

##### EDUCATION

- Grade 12 Diploma or GED

##### LICENSES / CERTIFICATES

- Valid Class three (3) BC Driver’s License with Air Endorsement
- Valid Environmental Operators Certification Program (EOCP) certification as:
  - Water Distribution 1 (WD1) Operator or,
  - Water Treatment 1 (WT1) Operator.
  - Wastewater Collection 1 (WWC1) Operator or,
  - Wastewater Treatment 1 (WWT1) Operator.
  - Cross Connection Assembly Tester
  - Chlorine Handler’s certificate equivalent to that issued by the BCWWA
  - Approved training in Confined Space Awareness
  - Approved Ground Disturbance Level 1

##### EXPERIENCE

- Two (2) years’ Municipal Public Works experience (2), or work experience of a similar nature in private industry, including:
  - One (1) year direct hands-on work experience with day-to-day involvement with operation, maintenance and/or installation of water distribution and/or treatment systems or,
  - One (1) year direct hands-on work experience with day-to-day involvement with operation, maintenance and/or installation of wastewater collection and/or treatment systems.

## **SPECIFIC SKILLS**

- Knowledge of water distribution and wastewater collection system; wastewater collection and treatment operating principles and practices.
- Ability to identify possible and probable causes associated with water distribution, wastewater collection and treatment, and storm sewer collection system problems, blockages and failures.
- Knowledge of safety hazards associated with working in and around water distribution and wastewater collection systems and appropriate safe work procedures.
- Knowledge of safe work procedures, appropriate signage and work site protection when working on travelled road surfaces.
- Excellent organization and time management skills.
- Intermediate level word processing and spreadsheet ability.
- Ability to follow oral and written instructions.
- Demonstrated ability to exercise considerable tact, courtesy and diplomacy in the exchange of routine information with utility companies, City employees, contractors and the public.
- Degree of initiative and sound judgement.
- Demonstrated ability to work with minimal supervision.
- Demonstrated ability to perform all of the duties outlined in a safe manner following established City policies and procedures; WorkSafeBC, Occupational Health and Safety Rules, WHMIS and TDG.

## **SPECIAL REQUIREMENTS**

- Committed to pursuing and attending on-going training and educational opportunities relevant to the position.
- Available and willing to work various schedules, weekends, holidays, day, evening, and night shifts as outlined in the Collective Agreement.

**CLOSING DATE**      **Open until filled**

Interested applicants are requested to submit a covering letter and resume to:

**Human Resources**

**City of Cranbrook**

**40 – 10th Avenue South, Cranbrook, BC V1C 2M8**

**E-mail:** [human.resources@cranbrook.ca](mailto:human.resources@cranbrook.ca) (Submissions in Word or .pdf format only)

*We express our appreciation to all applicants for their interest in this position, however only candidates selected for an interview will be contacted.*

***This position is covered under the Collective Agreement between the City of Cranbrook and C.U.P.E. Local 2090 – Cranbrook Inside/Outside Workers.***

---

## **The City of Cranbrook**

The City of Cranbrook is in the southeast corner of British Columbia amongst the majestic Rockies and Purcell mountains, near Alberta and the Canada/USA border. With a population of approximately 20,000, Cranbrook is the largest community in the East Kootenay. Known as the “Basecamp of the Kootenays”, Cranbrook provides an inviting lifestyle in a beautiful setting that has made our City a welcoming and growing place in which to live, work and play.

## **Diversity, Equity, and Inclusion**

This Policy provides the foundation for Diversity, Equity, and Inclusion (“DEI”) at the City of Cranbrook to ensure a safe, respectful, and inclusive community and workplace. The City of Cranbrook will work towards becoming a community that supports and fosters a diversity of perspectives and provides equal opportunities for its residents. The aim is for the City to provide programs and services that meet the diverse needs of the community. The City of Cranbrook is equally committed to an inclusive workplace that welcomes, respects, and values a diverse workforce that reflects the qualities and differences of the broader population it serves.