

**DISTRICT OF KITIMAT  
UTILITIES DEPARTMENT LEADER**



The District of Kitimat is recruiting for a Utilities Department Leader. Under the direction of the Director of Operations or Deputy Director of Operations, you will provide maintenance, repair and extension services for municipal water, sanitary sewer, storm sewer systems and facilities through the coordination and supervision of one or more crews.

**Where is the job?**

Located in Northwest BC, Kitimat is a master-planned greenbelt community and home to just over 8,000 residents. Kitimat provides a stable tax base and is experiencing growth from increased levels of industrial, residential, and commercial development. We are in the process of upgrading our water treatment system, and this position will play an important role in both start up and operations.

- To learn more about your new home, visit <https://kitimatbound.ca/move-to-kitimat/>
- To learn more about our water treatment pilot plant, watch <https://youtu.be/4PbdeF1bdJ0>

**What will you do?**

- Plan, assign, coordinate, train and supervise the work of crews including preparation of schedules, organization of crews, materials and equipment while working within a budget.
- Complete documentation and reports including work requests, weekly project reports, time cards, stores and materials requisitions and usage, progress reports, cost estimates etc.
- Ensure the safety of work crews and the work sites by following policies, procedures and safety regulations.
- Organize and direct excavation, grading, pipe installation and tapping of water mains for laterals or service connections.
- Determine and analyse problems, direct repairs and maintenance to water pump stations, chlorination stations, sewer lift stations, wastewater treatment plant, broken or plugged sewers/ water lines/hydrants/valves/other appurtenances of the waterworks system.
- Assist in the preparation and monitoring of annual operating and capital budgets.
- Use SCADA to obtain full water and sewer system status.
- Organize and direct the afternoon snow removal shift including clearing of roadways, sanding and salting, towing of vehicles, overseeing shovel crew, clearing of hydrants, bus shelters, and walkways.

**What will you get in return?**

- A competitive salary of **\$59.30 per hour**, for 40 hours / week
- Comprehensive benefits package
- Membership in Unifor Local 2300, with accompanying overtime and other benefits under the collective agreement
- Professional development opportunities to grow your skills and further your career
- Complimentary use of the District's fantastic recreation facilities
- Relocation assistance if you are moving to the area
- A rental subsidy for the first year of your employment

### What do you bring with you?

- Certification under the Environmental Operators Certification Program:
  - Water Distribution Level 2 with the ability to obtain a Level 3 within one year
  - Water Treatment Level 2 with the ability to obtain a Level 3 within one year
  - Wastewater Collection Level 1
  - Wastewater Treatment Level 1
- Chlorine Handler certification
- Driver's license, Class 3, with air brake endorsement
- WHMIS, Traffic Control Certification, Transportation of Dangerous Goods, and Forklift Certification
- Strong supervisory and communication skills
- Ability to coordinate, plan, budget, and schedule department workloads and tasks
- Understanding and application of trade techniques and practices related to: concrete work, asphalt work, catch basins and drainage, underground water/sewer infrastructure, valves and fire hydrants, plumbing, electrical, instrumentation, mechanical spreading and leveling techniques.

### Why should you choose Kitimat?

At the District of Kitimat, we are committed to recruiting a diverse workforce that represents the community we serve, establishing an inclusive, equitable, and accessible environment for all. Indigenous applicants, people of colour, all genders, LGBTQ2Q+ and persons with disabilities are encouraged to apply. If you require accommodation during the recruitment process, we will work with you on arranging an accommodation where possible that is suitable for your abilities.

**The District of Kitimat has been approved by the BC Office of the Human Rights Commissioner to implement an equity enhancing Special Program, to give hiring preference to qualified candidates who self-disclose that they are Indigenous. If you are Indigenous, you are encouraged to state that in your application.**

### What do you do now?

To apply for this position, please submit a detailed resume and cover letter to [hr@kitimat.ca](mailto:hr@kitimat.ca). This position will remain open until filled.

We thank all applicants for their interest and advise that only those selected for an interview will be contacted.