

## **Water Treatment Plant Operator - Training Opportunity (Permanent, Full-Time) # 744** **Closing Date: June 28, 2022**

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

*Let's make Kamloops shine! Join our team today.*

### **Position Overview**

Do you want an opportunity to work at a state-of-the-art membrane water treatment facility? Check out this amazing training position, which will allow the successful candidate to gain on the job experience and certifications to become fully qualified in the future. This position will perform work involving making operational decisions and performing operational and maintenance duties in order to maintain water quality that meets or exceeds all compliance criteria outlined in the City's operating permit and provincial and/or Canadian drinking water legislation.

The successful candidate must have the following qualifications:

- Operator in Training Certificate through the BC Environmental Operators Certificate Program (EOCP) in good standing;
- Successful completion of a Certificate in Water Treatment Operations;
- Must obtain Water Treatment Level I through the BC EOCP within 8 months of starting the position;
- Must obtain Water Treatment Level II through the BC EOCP within 2 years and 2 months of completing the Water Treatment Level I through the BC EOCP;
- Must obtain Water Treatment Level III through BC EOCP within 3 years of completing the Water Treatment Level II through the BC EOCP;
- Minimum six months' previous experience working for an EOCP certified utility system;
- Must demonstrate proficiency in intermediate Word and intermediate Excel by the end of the training opportunity to become fully qualified in the position. The successful candidate will be tested at the end of their training opportunity (70% pass rate required);
- Valid BC Driver's Licence - Class 5.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check.

A comprehensive benefits package is included with this position.

Effective November 1, 2021, the City of Kamloops implemented a Covid-19 Vaccination Policy that defines the conditions and expectations for employees regarding vaccination against COVID-19. The policy requires all employees hired after October 31, 2021, to be fully vaccinated, unless they can establish that they cannot be fully vaccinated for a valid reason related to a protected ground under the BC Human Rights Code. It is a term of acceptance of employment that you agree to comply with all vaccination requirements that apply to the City of Kamloops.

For further information on the Water Treatment Plant Operator position, please see the attached job description for the fully qualified position and for further information on the details around the training opportunity please see the attached terms and conditions.

### **Awarding of Training Opportunity:**

To be successful for this training opportunity, applicants must meet the above requirements. Applicants are able to participate in a maximum of three training opportunities within the Department.

### **On-the-Job Experience and Training:**

The successful candidate for this opportunity will be gaining experience towards becoming a fully qualified Water Treatment Plant Operator. The exact length of the training opportunity may vary based on the previous experience of the successful candidate and the length of the position but will be a maximum of six years.

### **Pay Rate:**

The successful applicant for this training opportunity will receive the pay rate of Pay Grade 11 (outside), \$33.50 per hour to start. After successful completion of the EOC Water Treatment Level II, the candidate will receive the pay rate of Pay Grade 12 (outside), \$35.13. After successful completion of the Training Opportunity and achievement of EOC Water Treatment Level III, the incumbent will move to a Pay Grade 13 (outside) as a fully qualified Water Treatment Plant Operator.

### **Time Commitment to the Position:**

The successful candidate will be required to remain in the Water Treatment Plant Operator position for a minimum of the amount of time it took the candidate to become fully qualified.

### **Probationary Period:**

The probationary period for this position will be a maximum of 18 months or the completion of the training opportunity.

### **Hourly Rate**

\$33.50

### **Hours & Days of Work**

Non-normal shifts, rotational shifts required.

### **Hours per Week**

Various



Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email [hr@kamloops.ca](mailto:hr@kamloops.ca) or in person at 105 Seymour Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at [kamloops.ca/careers](http://kamloops.ca/careers).

## Training Opportunity Terms & Conditions

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The City of Kamloops encourages career development and professional growth for its employees. Training postings (including training opportunities and "in-training" postings) allow staff the prospect of moving into an area of the City operations that they may not otherwise have the experience or qualifications to bid into.

To support this, the parties have adopted the following terms and conditions for training postings. To illustrate your acceptance of the terms and conditions, please initial each item and date and sign at the bottom.

### 1. MANAGEMENT/EMPLOYEE RESPONSIBILITIES

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The City recognizes that there is a joint responsibility for the development and success of the trainee. It is management's obligation to regularly monitor and assess the trainee's work to ensure that he/she is completing the requirements of the training. It is the employee's obligation to meet the commitments of the training posting, attend any training or educational sessions required and to participate in applicable duties at the workplace.

### 2. TRAINING TERMS

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Training terms may vary in length, based on the amount of experience that the successful qualified applicant brings to the position.

### 3. ACCESS TO TRAINING

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Employees will be allowed to access a maximum of two of the training types (training opportunity and/or in-training) during their employment with the City. The third training type, apprenticeship, will have a maximum of one opportunity.

Where the situation exists for an employee to pursue multiple opportunities related to a particular career path within a Division, consideration will be given on a case by case by the Employer to waive the access restrictions.

### 4. EMPLOYEE COMMITMENTS

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- a) Employees must commit to the training term stated on the posting.
- b) After completion of the training term, employees must remain in the position for the commitment term stated on the posting.

*OUR CORPORATE MISSION IS . . . to provide the best possible services to our citizens that reflect the will of Council and provide a balance of benefits to the community.*

- c) For a period of one year after completing the training term, employees (unless they are otherwise employed full time outside of the classification), must accept any vacant shifts that should arise in the classification they have been trained in if that shift remains vacant after a posting or bid meeting process.

Any employee who does not fulfill the commitments of a training posting through his/her own actions will not be allowed access to any other training types in the future.

**5. SENIORITY FOR TRAINEES**

New employees hired for a training position will not obtain seniority during the training term. If confirmed in the position, seniority will be calculated as per the Collective Agreement and given to the employee at that time.

**6. LAYOFF AND RECALL FOR TRAINEES**

The trainee will be laid off before junior, fully qualified incumbents in the classification. The trainee will be recalled last after junior, fully qualified incumbents in the classification.

**7. TRAINEE PROBATIONARY PERIODS**

The probationary period for externally hired employees will be equivalent to the training term. As per Article 10(d), the employment of these employees may be terminated at any time during the probation period at the absolute discretion of the employer, provided however, that such discretion is not used in an arbitrary, perverse, or capricious manner.

Employees with seniority who do not fulfill the commitments of a training posting or who are deemed unsuccessful after passing probation will forfeit the right to return to his/her former position but will be allowed to use his/her seniority for one year to bid on another position.

The Union has agreed to consider requests for longer probationary periods based on the length of the training term and/or a trainee's progress.

**8. OVERTIME CALL OUT**

In the event of an overtime call out, fully qualified staff will be called first. Trainees may be considered at management's discretion.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

## CITY OF KAMLOOPS

JOB TITLE: Water Treatment Plant Operator

PAY GRADE: 13

### NATURE AND SCOPE OF WORK

Performs highly skilled operational and maintenance work of a complex nature under the supervision of the Chief Operator - Treatment Plant or Utility Services Supervisor - Treatment. Work involves making operational decisions and performing operational and maintenance duties in order to maintain water quality that meets or exceeds all compliance criteria outlined in the City's operating permit and provincial and/or Canadian drinking water legislation. The position is responsible and accountable for the safe and efficient operation of the City's water treatment system and for ensuring the production and delivery of safe, potable drinking water. The incumbent requires the ability to make major process decisions and exercise considerable independence of judgment. The job involves continuous exposure to plant noise and to chemicals used in water treatment. The incumbent is responsible for providing direction to staff and assisting in the training of new staff. Courtesy, tact, and diplomacy must be used when dealing with both internal and external contacts and while conducting plant tours for the general public.

### ILLUSTRATIVE EXAMPLES OF WORK

1. Monitors the water treatment process through supervisory control and data acquisition (SCADA system) through the observation of gauges, meters, and control panels to establish accurate system demand requirements.
2. Makes adjustments in plant production rates according to the system demands while maintaining control of flow, chemical feed rates, processing of water, residuals, and finished water quality.
3. Visually inspects plant and equipment to ensure they are properly functioning.
4. Troubleshoots complex operational configurations or possible process failures and, in the event of a failure, undertakes the appropriate remedial action.
5. Compiles data, prepares reports, and completes logs detailing plant operation, ensuring accurate completion of operational, maintenance, lab, and other records necessary to ensure all plant requirements are met.
6. Assists with arranging and coordinating facility shutdowns, start-ups, and process changes.
7. Maintains and controls an inventory of components, parts, and chemicals relating to the wastewater treatment and disposal operations.
8. Performs and assists others in routine and preventative maintenance tasks as assigned and ensures facility cleanliness and proper lockout procedures are followed.
9. Conducts daily laboratory analysis, maintains lab inventory, and performs numerous complex calculations.

10. Receives, loads, and unloads products.
11. Initiates staff call-outs when work is required outside of regular working hours or when staff are required to provide coverage.
12. Submits maintenance management system requests and gives daily direction to maintenance staff when required, and ensures that outside contractors follow plant specific safe work practices.
13. Assists in the training of new operators and other staff.
14. Ensures that administrative and maintenance personnel are kept informed through verbal and written communication regarding the plant's operational and mechanical status.
15. Participates in safety programs and training, and ensures that safe work practices and occupational health and safety guidelines are adhered to by staff and visitors.
16. Provides plant tours to a variety of groups for educational purposes.
17. Makes recommendations on technical matters to union supervisors and management to optimize treatment efficiency to meet all water quality and regulatory standards.
18. Performs related duties as required or assigned.

#### REQUIRED SKILLS, ABILITIES, AND KNOWLEDGE

1. Demonstrated knowledge in methods, practices, and procedures related to water treatment operation and associated regulatory requirements.
2. Knowledgeable and proficient in laboratory testing equipment and testing techniques.
3. Thorough knowledge of SCADA systems and human-machine interfaces (HMIs).
4. Excellent knowledge of computer spreadsheet software (Microsoft Excel), and secondary knowledge of word processing applications.
5. Thorough knowledge of principles of biology, chemistry, and hydrology that relate to water treatment.
6. Working knowledge of the safe operation and maintenance of all plant equipment, and tools.
7. Thorough knowledge of applicable safety regulations, standards, policies, and procedures.
8. Knowledge of BC drinking water legislation, operating permits, and City policies.
9. Ability to establish and maintain effective working relationships with others.
10. Ability to express ideas clearly and effectively both orally and in writing and execute both oral and written instructions.

11. Ability to work with minimal supervision.
12. Ability to perform multiple tasks, establish priorities, and be able to respond calmly and efficiently in an emergency situation.
13. Ability to exert moderate physical effort for prolonged periods of time.

#### PREFERRED TRAINING, KNOWLEDGE, MEMBERSHIPS, ETC.

1. Current First Aid Level I certification.

#### REQUIRED EXPERIENCE, TRAINING, EDUCATION, MEMBERSHIPS, ETC.

1. Level III Water Treatment Certificate through the Environmental Operators Certification Program (EOCP) of BC/Yukon and a member in good standing
2. Minimum three years' previous relevant related experience in water treatment. Must be currently working at a Class III or IV water treatment facility.
3. Proficient in intermediate Word and intermediate Excel, as demonstrated through testing.
4. BC Driver's Licence - Class 5.

#### HOURS OF WORK

Non-normal hours; rotational shift work required.