

## SENIOR UTILITY TECHNICIAN

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<b>EXEMPT (Y/N):</b> No	<b>DIVISION:</b> Utility Services
<b>SALARY LEVEL:</b> Grid 1, Band 14 (Under Review)	<b>DEPARTMENT:</b> Infrastructure Services
<b>SHIFT:</b> Days	<b>SUPERVISOR:</b> Utilities Operations Superintendent
<b>LOCATION:</b> Outside	
<b>APPROVED BY:</b> Manager, Utility Services	<b>DATE:</b> Oct 2019
<b>Replaces:</b> New Position	<b>DATE:</b>

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**SUMMARY:** Under the general direction of the Water Technician Coordinator or designate, the Senior Utility Technician provides leadership and coaching to the Utility Technicians to ensure the efficient and continuous supply and treatment of potable water to the Sunshine Coast Regional District, and the efficient and effective treatment of the Sunshine Coast Regional District's sanitary sewer systems. Work is performed to ensure that service delivery meets the expectations of internal and external customers, in accordance with the appropriate regulatory and license requirements.

**KEY RESPONSIBILITIES** *include:*

1. Develops and performs procedures required for the operation, monitoring and maintenance of the Sunshine Coast Regional District potable water system, including safe work procedures, lockout procedures, standard operating procedures and emergency response plans.
2. Monitors and ensures that the quality of water distributed is consistently within established quality parameters.
3. Performs administrative tasks associated with the key responsibilities, such as, monitoring parts quantity, chemical inventories, inputting and reviewing data.
4. Leads projects and liaises with contractors and SCRD staff to organize, construct, complete and commission required maintenance or new construction projects.
5. Establishes work schedules for maintenance and assigns work to staff to ensure the completion of assigned work.
6. Responds to public concerns or requests for information and initiates remedial action when necessary.
7. May act for Utility Technician Coordinator in their absence.
8. Organizes workload, sets priorities and works with minimum supervision
9. Accurately records measurements, enters information into data base, analyses results and provides recommendations.
10. Assists with the operation and maintenance of all Sunshine Coast Regional District waste water treatment facilities and sanitary sewer collection systems.
11. Effectively communicates and provides guidance and information to staff working on projects.

**TYPICAL ACTIVITIES** *include:*

1. Operates, adjusts or performs routine maintenance inspections on all facilities, pumps, motors, electrical equipment, level controls, meters, and regulating equipment in such structures as the water intakes, pumping stations, well stations, chlorinating stations, treatment facilities and valve chambers.
2. Assists, guides and provides information to the Utility Technicians in their duties.
3. Reads flow metres, gauges and other recording instruments to measure water output, consumption levels and chlorine levels.
4. Monitors the SCADA alarm system and reviews trending to verify proper operation of SCRD water treatment systems.
5. Collects and tests water samples for PH, turbidity, colour, suspended solids, TOC, alkalinity, hardness and chlorine residuals
6. Assists in preparing annual drinking water reports.

7. Collects weekly bacti samples and quarterly and semi-annual samples.
8. Performs trouble-shooting and repairs on mechanical and electrical equipment, including:
  - Installation and start up of new equipment.
  - Installation, maintenance and repair of electronic monitoring equipment.
  - Parts and supplies identification and ordering.
9. Prepares progress and final reports for projects.
10. May perform other water and wastewater duties as required.

#### **EDUCATION, EXPERIENCE, AND TRAINING**

- Completion of Grade Twelve (12) or equivalent.
- Certified in the Environmental Operators Certification Program with a minimum of:
  - Water Treatment Level III (level IV preferred)
  - Water Distribution Level III
  - Wastewater Treatment Level I preferred
  - Chlorine Handler preferred
- Minimum five (5) years in water treatment and water distribution, of which at least 3 years was related to operations, maintenance and water quality control of water systems in a class 3 or 4 water treatment facility, inclusive of two (2) years supervisory experience.
- Experience in millwrighting, plumbing and electrical work related to municipal operations is desirable.
- Valid BC Class 5 driver's license
- WSBC Level I First Aid with transportation endorsement.
- Transportation of Dangerous Goods certification.

#### **OTHER SKILLS/KNOWLEDGE**

- Knowledge of applicable WorkSafeBC requirements, especially confined space entry requirements and use of SCBA.
- Demonstrated ability to operate measuring instruments, flow and process control equipment, compressors, pneumatic hammers, compactors, cutters, powered sewer augers, pumps, chain saws and other power or non-power tools.
- Knowledge of the principles of water chemistry, biology and physics as they relate to water distribution.
- Ability to organize workload, set priorities and work without supervision.
- Ability to accurately record measurements, enter into data base, analyse results and provide recommendations.
- Ability to operate a computer using standard software, i.e. e-mail, databases, spreadsheets and word processing. (e.g. ifix, Cityworks, Unit 4 Business World, Microsoft Office)
- Ability to communicate effectively with SCRD staff and contractors.
- Ability to work effectively as part of a team.

#### **ADDITIONAL INFORMATION**

- Required to respond to off-shift emergency calls and participate in standby duty
- Shifts are scheduled as part of a rotation to provide coverage seven days per week
- May perform other duties related to water and waste water.
- The incumbent is expected to support corporate sustainability and workplace safety objectives.