

The Corporation of the Municipality of West Nipissing

JOB DESCRIPTION

POSITION	Operator (Distribution/Collection), Temporary
REPORTING TO	Distribution/Collection SubForeman
HOURS OF WORK	36 hours per week, as assigned
SALARY	\$33.93 per hour, as per collective agreement

Under the direct supervision of the Distribution/Collection SubForeman, the Distribution/Collection Operator is responsible for repairing and maintaining the municipal Water Distribution and Wastewater Collection systems, roadways, sidewalks and drainage.

GENERAL DUTIES

Distribution/Collection Operator

- General repairs and maintenance of water distribution/wastewater collection systems as per regulation(s)
- Assist with Winter Control Operations (snow plowing / removal & sanding)
- Assist with General roads and drainage maintenance duties as per industry standards
- Operate departmental vehicles and equipment
- Assist other departments in general labour work, including, but not limited to:
 - Cemetery work (burials, cemetery maintenance, etc.)
 - Community services (assist in dock maintenance, etc.)
 - Environmental services (cover and level landfill sites / assist in clean-up week / pick up trees, etc.)
- Garage work / clean up
- Occasional minor welding, minor electrical & mechanical duties, minor carpentry
- Record daily work in log book
- After hours / weekend work as required
- Ensure safety of self and of others at all times
- Any other duties as assigned within the general scope of the position
- Responsible to ensure all water and waste water licenses and certificates are up to date
- Stay informed on departmental policies and procedures including DWQMS

REQUIREMENTS

- Applicants must have a minimum grade 12 education or equivalent and have good verbal, reading and writing skills
- Applicants must possess at least an Operator in Training (OIT) WD/WWC designation and must successfully challenge the Level 1 exams for both WD/WWC within 12 months
- Applicants must possess and hold in good standing a valid DZ Driver’s license (AZ will be considered an asset)
- Knowledge of trade standards, Safe Drinking Water Act, Ontario Water Resources Act, the Occupational Health and Safety Act, Ministry of Transportation guidelines, and municipal policies

- Experience operating various types of construction equipment, such as backhoes, excavators, tandem trucks, graders, etc.
 - Have experience operating snowplows and sanding equipment
 - Experience working on WD/WWC systems will be considered an asset
 - Must be of a physical condition that allows him/her to perform as a full working member of the construction/maintenance crew
 - Cardiopulmonary Resuscitation (C.P.R.), first aid & WHMIS certified
 - Basic electrical, mechanical and chemical knowledge and ability
 - Ability to operate power tools / air tools, etc.
 - Ability to operate and maintain vehicles and equipment
 - Ability to work well alone or as part of a team
 - Ability to deal with the public in a courteous and efficient manner
 - Ability to adapt to changing conditions
 - Ability to work with little or no supervision
 - Ability to work long hours during emergency conditions
 - Ability to work outdoors and withstand extremes in weather
 - Availability to work after hours and on weekends
 - Availability to participate in an on-call rotation
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Applications for this position will be accepted, in confidence, until **May 29, 2026, at 4 p.m.**

Please clearly identify the position you are applying for and include the job title in the email subject line. Resumes and cover letters must be submitted as Word or PDF attachments only. Incomplete applications or submissions in other formats will not be considered.

Applications should be addressed to: Sonal Brahmabhatt, CHRP
225 Holditch Street, Suite 101, Sturgeon Falls, ON P2B 1T1
E-mail: HR@westnipissing.ca