

Employment Opportunity Temporary Full-Time Utilities Operator (12-Month Contract) CUPE Union 1701

Reporting to the Superintendent of Water & Wastewater, the successful candidate will assist in the work required to operate and maintain the water treatment facility, water distribution system, wastewater lagoon treatment system, wastewater collection system, and related pumping stations operated by the Public Works Utilities Division. All operations fall under MECP regulations and procedures outlined in the Department's operational manuals, standard operating procedures, and the *Occupational Health & Safety Act*.

KEY DUTIES AND RESPONSIBILITIES

- Performs and assists with daily inspections/operations of a direct filtration surface water treatment facility, watermains, elevated tower, fire hydrants, watervalves, sanitary sewers, sanitary pumping stations, maintenance access holes, wastewater lagoon treatment facility, etc.
- Installation and repair of watermain and sanitary sewers, installation and repair of sanitary sewer laterals and water services, fire hydrants, etc.
- Reports any repairs required to trucks, mechanical equipment, electrical equipment, motors, stand-by generators, etc. to the Superintendent.
- Reports on any tools, watermain pipes and fittings, fire hydrants and parts, sanitary sewer pipes and fittings, water service pipes and fittings that require service or repair to the Superintendent.
- Reports sewage bypass to Spills Action Centre and completes applicable paperwork.
- Reports adverse water results to the Ministry of Environment, Conservation and Parks and completes applicable paperwork.
- Enters confined space related to wastewater inspections/repairs.
- Position requires the individual to be available regularly on a scheduled rotating basis outside of regular hours, during weekends, and to be on standby.

QUALIFICATION AND COMPETENCIES

- Minimum Grade 12 High School Diploma plus a 2-year post-secondary certificate in a related discipline.
- Valid MECP Class I Certifications in Water Treatment/Distribution and Wastewater Treatment/Collection.
- Applicants with valid Operator-In-Training (OIT) Certificates will be considered with related experience.
- Entry Level Course (ELC) completion will be considered an asset.
- Preferred Certifications - Valid MECP Class II Certifications in Water Treatment/Distribution and Wastewater Treatment/Collection and/or the ability to obtain Level II Certifications for all licenses.
- Relevant work experience in STEM (science, technology, engineering, and math), trades, construction, operations, environment, public health, and quality management will be considered an asset.
- Competence in oral and written communication and tact in meeting with the public.
- Possession of a valid Class "G" driver's license.
- Possess First Aid/CPR certification, and a general knowledge of the Occupational Health & Safety Act.
- Knowledge of mechanical equipment and installation procedures related to water treatment, water distribution, wastewater pumping stations, wastewater collections and wastewater lagoon systems.

Please submit applications in confidence by **April 20, 2026 at 4:00 P.M.**

Melanie Kirkby, CAO, Town of Gananoque
30 King Street East Gananoque, ON K7G1E9
Email: hr@gananoque.ca

We appreciate the interest of all applicants; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected, and will be only used for the purpose of the candidate selection. The Town will provide accommodation for individuals with accessibility needs.