



Currently Under Review
TOWNSHIP OF SEVERN
JOB DESCRIPTION

JOB TITLE: Utilities Technician

REPORTS TO: Utilities Foreman

SUBORDINATE POSITIONS: None

SUMMARY OF FUNCTION:

Assists in the operation, maintenance, installation and repair of the water and wastewater supply and distribution systems.

MAJOR DUTIES:

1. Daily or, as required, operation and maintenance of the water treatment plant, storage facilities, wastewater treatment plant, lagoon and pumping stations.
2. Maintenance, repair, replacement, construction and flushing of the water distribution mains and sewer collection mains and the correction of the same.
3. Sampling, testing and analysis as required by regulation(s) and/or other legislated authority.
4. Customer service including meter reading, water meter servicing, connects/disconnects of water services as required.
5. Record keeping, recording, reporting as required by Regulation and/or /legislated act.
6. Other related duties as required.

QUALIFICATIONS AND SKILLS:

Secondary school diploma.

Provincial Certification: Class 2 Water Distribution; Class 3 Water Treatment; Class 2 Wastewater Collection;

Knowledge of legislation pertaining to water and wastewater.

Knowledge and / or training in WHMIS, First Aid, CPR, Confined Space, Fall Protection, Occupational Health and Safety.

Mechanical and technical knowledge in the Utilities operation which includes vehicles and related equipment.

Computer literate.

Interpersonal skills to deal with other workers, contractors, consultants, provincial representatives, and the general public.

Current valid class DZ drivers license.

EFFORT:

Ability to work irregular and/or extended hours due to emergency situations.

Ability to work shifts.

Job may require physical endurance to perform certain of the maintenance aspects.

Job may require working in awkward positions and involve intense concentration.

Confined space and other disagreeable conditions.

Adopted: May 5, 2005