



ALMAQUIN

ENTERPRISES LIMITED

Distribution and Collection Operators

Fort Saskatchewan, AB

<https://www.almaquin.com/careers>

Job Summary

We are seeking certified Distribution & Collection Operators to join our team for a potential opportunity in the Fort Saskatchewan for surge and emergency relief coverage. The hours are Monday to Friday from 08h00 to 16h30. As a key member of our operations, you will be responsible for ensuring the safe and efficient operation of water distribution and wastewater collection systems.

Responsibilities

Water Distribution Maintenance. Water distribution maintenance responsibilities encompass line flushing, bypass inspections, and bleeder valve maintenance. This includes mainline valve exercising, locating water main leaks, and initiating repairs. Maintenance duties also involve troubleshooting to identify causes of water quality complaints, thawing frozen lines and services, and locating and eliminating cross-connections or potential cross-connections. The role requires locating, operating, maintaining, and repairing valves. Additionally, operators identify needed repairs and submit recommendations to the Foreman for action.

Meters. Meter-related duties involve reading meters for billing purposes and completing associated record-keeping. New meter installations may require correcting or communicating minor deficiencies to the client. The work includes checking existing meters, replacing them with new ones, and conducting final tests of fittings. Operators must accurately collect customer data and document installations in writing, as well as with handheld devices.

Hydrants. Hydrant responsibilities involve rebuilding and inspecting hydrants, performing unidirectional flushing, and handling snow removal. Seasonal tasks include spring checks, fall checks, and winterizing hydrants. Operators are also responsible for accurate record-keeping and identifying necessary repairs, which are then submitted to the Foreman.

Sewers. Sewer maintenance tasks include sewer flushing, though this is primarily handled by an existing contractor. Other duties consist of gathering residential service information, troubleshooting customer complaints, and locating and eliminating cross-connections to the storm sewer. Operators locate, operate, maintain, and repair sewer valves, and they identify required repairs to submit recommendations to the Foreman.

Pumphouses. Pumphouse duties include conducting daily, weekly, and monthly checks of water reservoirs and pumphouses. Operators monitor pump motors for unusual noises, vibration, or excessive heat, and start up or shut down pumps as needed to regulate system flows and pressures. They troubleshoot and correct minor electrical and mechanical issues and respond to any alarms triggered.

Bulk Water. In bulk water operations, operators perform daily, weekly, and monthly checks of the bulk water station and respond to alarms. Additionally, they address operational issues reported by customers to maintain consistent service.

Lift Stations. Lift station maintenance requires daily, weekly, and monthly checks of wastewater facilities, including monitoring pump motors for unusual sounds, vibrations, or excessive heat. Operators start up or shut down pumps to

regulate flows and pressures as necessary, troubleshoot and correct minor electrical and mechanical issues, and ensure the ventilation system is functioning. Operators also respond to alarms and manage lift station cleaning, which is mostly performed by a contractor.

Alberta First Call Locates. For Alberta First Call Locates, operators review locate requests and tickets, physically identify utility infrastructure locations, make field markings, and close the ticket after completing the necessary steps.

Collection of Water Samples for Chlorine and Bacti Sampling. Water sample collection duties include collecting and submitting samples for chlorine and bacterial testing. Operators complete and submit all associated records and forms as part of this responsibility.

Record Keeping. Record-keeping involves maintaining accurate records and preparing basic technical reports. These reports support customer response, asset management, contractor assignments, and budget requests.

Compensation

We offer a base pay of \$50/hour plus uplift based on certification levels as shown in the table below. Amounts going horizontally across each discipline are not cumulative.

	Class I	Class II	Class III	Class IV
Water Treatment	\$0.20	\$0.60	\$0.90	\$1.00
Water Distribution	\$1.00	\$3.00	\$4.50	\$5.00
Wastewater Treatment	\$0.20	\$0.60	\$0.90	\$1.00
Wastewater Collection	\$1.00	\$3.00	\$4.50	\$5.00

As an example, a certified operator with WT3/WD3/WWT2/WWC1 would earn \$50 (base) + \$0.90 (WT3) + \$4.50 (WD3) + \$0.60 (WWT2) + \$1.00 (WWC1) = \$57.00 per hour.

Please forward applications to hr@almaquin.com before Friday, Nov 29, 2024.

We thank all applicants for applying; however, only those being considered for an interview will be contacted.

Note: This job description is intended to provide a general overview of the responsibilities and qualifications required for the position. It is not exhaustive and may be subject to change based on organizational needs.