

### **Who are we looking for?**

Cochrane is looking to add a highly motivated member to its Utilities team. We are seeking someone who has a passion for working in a team environment with interest in project coordination with a solution focused mindset. Does this someone sound like you?

### **Who are we?**

Cochrane currently has 260 employees who take great pride in delivering services to our community. Our dedicated Utilities team providing a 365-day a year operation at the forefront of these services. As an organization, Cochrane is focused on investing in people to develop highly skilled individuals and a positive organizational culture. We make a point of celebrating our successes while providing an environment for learning and growth. As an organization we focus on transparency, critical thinking, curiosity, reflection, and innovation.

Our Utilities team consists of 16 highly skilled professionals who provide services in water treatment, water distribution, and wastewater collection. Our team operates and maintains a complex membrane filtration water treatment plant, potable water reservoir and pumping facilities, wastewater lift stations and over 250 kilometers of underground infrastructure.

### **Why build your career with Cochrane?**

In addition to a beautiful landscape, scenic Rocky Mountain views, a diverse community full of culture, we can offer you opportunity. Opportunities for career growth, development, and advancement. Competitive public sector compensation packages and a work life balance for you to be able to support your family and lifestyle. Our commitment to provide a supportive, transparent, and inclusive environment where everyone can feel safe and have fun while they are at work.

Working hours: Average of 35 hours per week, 1820 hours per year, with the occasional requirement to work outside regular operational hours.

### **What skillset is the Utilities Team looking for?**

Qualifications, Skills, and Abilities

- Completion of post-secondary diploma in Civil Engineering Technology or a related field.



- Minimum of 5 years of experience in municipal utility operations, engineering design, and project management.
- Proficient knowledge of municipal utility engineering design principles.
- Working knowledge of water treatment processes.
- Working knowledge of water distribution and wastewater collection systems.
- Advanced experience and skills in Microsoft Office and related software, such as specialized engineering programs and AutoCAD.
- Hands-on experience with SCADA systems and GIS applications.
- Strong applied mathematics skills for technical analysis and reporting.
- Valid Alberta Class 5 Driver's License.
- WHMIS
- Completion of Cochrane's general safety training program
- Ability to sit and stand for long periods of time
- Able to work outdoors in all weather conditions
- Experience dealing with the public.
- Proficient in Microsoft Office, photo manipulation applications, and SCADA.
- Self-motivated with the ability to work with limited supervision.
- Familiar with GIS applications.
- Able to work alone and / or as part of a team.
- Strong applied math skills.
- Strong data interpretation abilities.

Operator Position Summary:

Reporting to the Utilities Director, this role focuses on engineering submissions and project management within the water, wastewater, and stormwater utility operations. The successful candidate will play a critical role in ensuring technical and operational process improvement by supporting budget development, liaising with internal and external stakeholders, and providing technical expertise to operational teams.

**Key Accountabilities:**

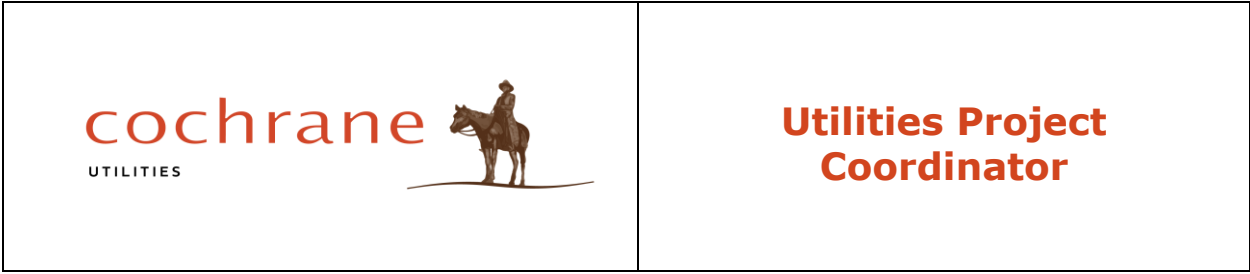
- Assist in the development and management of operational and project budgets for water, wastewater, and stormwater utilities.
- Provide technical analysis, support, and recommendations to operational teams to ensure efficient and effective operations.



- Collaborate with municipal engineering groups, including Civil Land, Geographic Information Systems (GIS), and Capital Project Delivery teams, to ensure alignment and integration across departments.
- Prepare detailed technical reports, and documentation to support project planning and execution.
- Delivers water, wastewater, and stormwater capital renewal projects while ensuring they are completed on time, within budget, and aligned with strategic goals. This role involves managing project timelines, budgets, and compliance while coordinating with stakeholders to facilitate smooth execution.
- Support the development and maintenance of technical documentation, procedures, and operational guidelines.
- Conduct data analysis for reporting purposes and ensure data accuracy in decision-making processes.
- Assist in the implementation and oversight of SCADA systems and GIS applications for utility operations.
- Assist in the development and implementation of preventative maintenance programs for utility infrastructure to minimize downtime and extend equipment lifespan.
- Monitor and ensure compliance with Municipal, Provincial, and Federal Water and Wastewater Standards and Guidelines.
- Participate in emergency response planning and execution for utility-related incidents, ensuring rapid and effective resolution.
- Coordination of circulations from Planning and Civil Land teams to articulate operational needs related to development submissions.
- Utilize Cochrane's existing Water, Wastewater, and Stormwater hydraulic models in WaterCAD and PCSWMM.
- Participate in safety training and ensure adherence to safety legislation and protocols within the workplace.
- Represents the Town on regional matters and community events as needed.

**Still interested? Here's how to apply:**

- Qualified individuals are encouraged to submit your resume, and a cover letter stating how your experience match the required qualifications, skills, and abilities for this position.
- All qualified candidates will be requested to complete an online suitability survey.
- Salary range: \$96,423.60 - \$103,012.00
- Applications for this position will be accepted until **9:00 pm MST February 23<sup>rd</sup>, 2025** at <https://www.cochrane.ca/government/careers>



We thank all applicants for their interest, however only those selected for an interview will be contacted. All applicants must be legally entitled to live and work in Canada.

*Land Acknowledgement*

*In the spirit of reconciliation, we acknowledge that we live, work and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.*