



Water & Wastewater Operator

CLASSIFICATION:	Water & Wastewater Operator
REPORTS TO:	Utilities Foreman
SHIFT:	Monday – Friday, 7:30 A.M. to 4:30 P.M.
RATE OF PAY:	\$38.51 to \$39.86 CAD (Based on qualification)
POSTING PERIOD:	This position will remain open until a suitable candidate is chosen

Welcome to the City of 100 Hellos! We are a welcoming and inclusive community and one of the most culturally diverse communities in Alberta, with a population of 16,062 and another 11,000 in the surrounding area. We have a vibrant and friendly business community, a range of ethnic restaurants and a myriad of recreational opportunities. The Brooks area offers a diverse landscape; we have pristine farms, beautiful lakes and a huge valley of hills and hoodoos!

Why work for the City of Brooks? For starters, you can take great pride in our organization, our positive work culture and our exceptional team of talented professionals who accomplish outstanding work each and every day for our citizens. You will have the opportunity to be part of a team that is professional, fun, dedicated and passionate about health and wellness. Our employees receive many benefits, some of which being, able to participate in gym memberships and educational opportunities. Please view our [City of Brooks Careers Corner](#) page for more details.

The City of Brooks requires one **(1) Water & Wastewater Operator** in the Utilities Department.

Job Details & Responsibilities:

This position assists Operators in day-to-day operations, maintenance and repair of the Wastewater System, Wastewater Collection and Wastewater Treatment, Irrigation and Storm Water System.

Roles & Responsibilities:

1. Ensures proper repair and maintenance of the Water Distribution, Wastewater Collection and Wastewater Treatment facility in compliance with Alberta Environmental, Canada Environment and City of Brooks regulated practices;
2. Operates skillfully and competently equipment and tools associated with the position duties;
3. Assists in the monitoring of water distribution, irrigation, waste water and storm water systems;
4. Develops reports for Alberta Environment and Sustainable Resource Development and Environment Canada;
5. Liaises with the Provincial Health Authority and Alberta Environment and Sustainable Resource Development;
6. Maintains related records according to approved standards;

7. Maintains facilities, equipment and grounds according to approved standards and procedures;
8. Assists with the installations and repairs of water meters and related equipment. Reads water meters as requested. Performs customer connections and disconnections;
9. Assists with maintenance and installation of fire hydrants and valves;
10. Assists with operation, maintenance and repair of the water distribution, irrigation, waste water and storm collection and treatment systems;
11. Operates equipment including large equipment, as assigned;
12. Performs maintenance activities on traffic signals and street lights, as required;
13. Performs maintenance activities regarding airport fuel and instrumentation, as required;
14. Works shift work as assigned. During certain shifts, works without supervision and during such shifts, will be responsible and accountable for the operation of the utility systems;
15. Takes a regular shift on the standby roster as assigned. Responds to after hours calls as assigned;
16. Must be willing, if required, to take necessary training to become a Level 3 by learning to operate water distribution, irrigation, waste water and storm water facilities and equipment; and
17. Performs other duties as assigned.

Education & Experience:

1. Completion of a High School Diploma or equivalent;
2. Possesses certification in the following disciplines:
 - Water Distribution – Level 2
 - Wastewater Collection – Level 2
 - Wastewater Treatment – Level 1
1. An equivalent combination of education and experience may be considered;
2. Must be able to obtain the following:
 - Valid Class 3 Driver's Licence with Q endorsement
 - Standard First Aid
 - Ground Disturbance
 - Confined Space
 - Fall Protection
 - H2S Certification
 - Equipotential Bonding Certificate
1. Experience in Storm Water and irrigation systems an asset;
2. Clean class 5 driver's abstract;
3. Strong mathematical abilities;
4. Advanced Excel skills and proficiency in Microsoft Office;
5. Strong public relations, verbal and written communication skills;

6. Willingness to continually progress toward the completion of the Water Distribution and Waste Water Operator's certificate program, if required. Willingness to complete basic safety training;
7. Ability to understand the chemical and mechanical processes involved in water distribution, wastewater and stormwater collection and treatment;
8. Ability to operate computer systems related to water and wastewater operations;
9. Ability to plan, prioritize and manage own workload, including the ability to tolerate frequent interruptions and still meet deadlines;
10. Attention to detail and strong prioritizing and multi-tasking skills;
11. Mechanical aptitude and problem-solving skills;
12. Capable of working outside in all types of weather;
13. Must be able to work independently with limited supervision;
14. Ability to maintain confidentiality regarding department and municipal matters; and
15. Subject to a criminal record check.

Compensation & Benefits:

- The City of Brooks offers a competitive salary and benefits package with this position falling within the scope of the Collective Agreement between the City of Brooks and the Canadian Union of Public Employees Local 1032.
- The 2025 salary range for this position is \$38.51 to \$39.86 CAD (Based on qualification)

This is a full-time position with shift, weekend, and overtime hours of work. The Collective Agreement, including wages, can be found online at www.brooks.ca.

Additionally, you will receive a free family membership to the JBS Canada Centre during your term of employment.

A clean criminal records check and a current driver's abstract will be required before an offer of employment is presented to the successful applicant.

This position will remain open until a suitable candidate is chosen. **The City of Brooks thanks all applicants for their interest; however, only those selected for an interview will be contacted.**

The City of Brooks is an equal opportunity employer that recruits, trains, pays, and promotes employees fairly and equally regardless of race, gender, ethnicity, age, or physical status.

Apply online at: <https://brooks.bamboohr.com/careers/324>