



Career Opportunity – Internal/External Posting

Water Services Inspector Infrastructure Services

Position Summary:

Reporting to the Supervisor of Water Services and the Manager of Environmental Services, the Water Services Inspector will be responsible for conducting annual inspections at all greenhouse properties in the Municipality. This includes on-site inspections, reporting and site follow-up to address non-compliance and deficiencies. This position will work with other municipal employees and departments, as well as contractors. This role involves standing, walking, climbing stairs and ladders, lifting, reaching, handling, feeling, stooping, kneeling, crouching, crawling, talking, hearing, and visual acuity for both near and far distances, as well as depth perception. The position requires working both indoors and outdoors, often in wet and humid conditions, and handling mechanical, pneumatic, and electrical equipment.

Key Responsibilities:

- Perform inspections at all greenhouse properties in the Municipality, with a goal of inspecting each property once per year.
- Inspect water service connections, meters, backflow prevention devices, rate-of-flow control valves, and internal water infrastructure to ensure compliance with municipal bylaws, agreements, and the Safe Drinking Water Act and regulations.
- Assist with enforcing the Municipality's Backflow Prevention Bylaw and communicate findings and documentation with the Building Services department.
- Identify potential cross connections and provide recommendations to correct.
- Prepare inspection reports for each property outlining observations and any non-compliance and/or deficiencies that must be corrected.
- Work with the property owner to develop appropriate corrective actions with a timeline for completion.
- Conduct follow-up inspections to ensure corrective actions are completed.
- Develop a greenhouse property database to track inspection dates, findings, and corrective actions.
- Establish and maintain effective working relationships with property owners, contractors, and municipal staff.
- Read and interpret diagrams, schematic drawings, and site plans.
- Comply with applicable provincial and municipal legislation, including the Municipal Freedom of Information and Protection of Privacy Act, and the Municipality's Records and Information Management Program.
- Comply with the Occupational Health and Safety Act, applicable regulations, and the Municipality's Health and Safety Program.
- Other duties as assigned.

Qualifications, Knowledge, and Skills:

- Must have a diploma in Engineering, Science or Bylaw field and/or equivalent experience in a related discipline.
- Must possess and maintain a valid Ontario Class 'G' Driver's Licence.
- Must have two (2) years experience in municipal water distribution systems operations.
- Must have thorough knowledge of pertinent water quality provincial acts and regulations including the Safe Drinking Water Act and associated regulations, municipal bylaws, policies, procedures, and the Drinking Water Quality Management System (DWQMS).
- Must have experience reading and interpreting engineering drawings and site plans.
- Must be proficient in computer applications in a Windows environment, including Microsoft Office Suite Programs.
- Must be highly motivated with strong interpersonal skills and have the ability to work both independently and as part of a team.
- Must have experience demonstrating good time management, organization, and record-keeping skills.
- Must have good verbal and written communication skills.

Hours of Work and Working Conditions:

This position is employed for 40 hours per week in both an office environment and in the field. Overtime may be required to complete inspections on occasion.

Employee Group:

Non-union.

Salary Range:

\$76,648.00-\$89,668.80 (2024 rates)

Closing Date:

Applications must be received by 11:59 PM, Sunday, June 9, 2024.

How to Apply:

Interested candidates must apply online through our website, leamington.ca/careers

We thank all applicants; however, only those selected for an interview will be contacted. Selected applicants will be subject to an interview process and skills testing to determine eligibility.

We are pleased to accommodate any individual needs under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require accommodation throughout the hiring process, please contact Human Resources at 519-326-5761 ext. 1112 to make your needs known in advance.

Personal information on this form is collected under the authority of the Municipal Act, 2001, R.S.O. c45 and will be used to determine eligibility for employment. Questions about the collection of this information can be directed to the Manager of Legislative Services/Clerk, Municipality of Leamington, 111 Erie Street North, Leamington, Ontario, N8H 2Z9, Telephone: 519-326-5761