



# FULL-TIME CHIEF OPERATOR COMPETITION NO.: PWE-2024-31



<b>Posting Date:</b>	September 16, 2024	<b>Closing Date:</b>	September 27, 2024
<b>Department:</b>	Environmental Services	<b>Hours per Week:</b>	40 hours per week
<b>Benefits Entitlement:</b>	Yes	<b>Pension Entitlement:</b>	Yes – Employer Matched Contributions
<b>Salary Level 209:</b>	\$107,635 - \$134,543 (2024)	<b>Union:</b>	Non-Union

## Position Summary

The individual in this position will be responsible for the supervision, management and general activities of the Water and Sewer Department, including operation, maintenance and repairs to the water distribution, wastewater collection, and storm water systems. Reporting directly to the Manager of Environmental Services, the Chief Operator will be responsible for:

## Duties

- Assuming the role as the Overall Responsible Operator for the City of Timmins Water Distribution, Wastewater Collection and municipal storm water system
- Monitoring and supervising of Distribution and Collection supervisors and operators and providing direction as required
- Reviewing and approve any alterations to water distribution, wastewater collection and storm water systems
- Co-ordinate, schedule and plan operational and maintenance activities related to the water, sewer and storm water systems
- Participating in the planning and technical reviews for capital improvements related to the water, sewer and storm water systems
- Participate on a rotational on-call schedule to deal with after-hours emergencies and schedule on-call personnel
- Providing training to operators in order to maintain their classification levels
- Preparation of monthly and annual reports
- Developing, implementing and administering annual maintenance plans
- Supporting the DWQMS Coordinator with the maintenance and execution of the City's DWQMS program

## Qualifications

- Three (3) year College diploma in Civil Engineering Technology
- Minimum five years supervisory experience
- Current Class 3 Water Distribution and Supply Certificate
- Current Class 2 Wastewater Collection Certificate
- Ability to manage annual budgets and capital expenditures
- Working knowledge of water distribution, wastewater collection and storm water systems
- Capability to assume all responsibilities associated with the designation of Overall Responsible Operator (ORO)
- Understanding of all applicable Acts and Regulations associated with the MECP and MOL
- Excellent communication skills, both written and oral and proficiency in MS Office computer applications
- Ability to work independently, with minimal direction or supervision, with excellent time management skills
- Current WHMIS certificate and valid driver's licence
- Current and clear Criminal Record Check required

## How to Apply

To apply for this position, applications must be received by the Human Resources Department no later than **4:00 pm** on the closing date of **September 27, 2024**.

**Via Email** [human\\_resources@timmins.ca](mailto:human_resources@timmins.ca)

*The City of Timmins is committed to providing a safe and supportive workplace where diversity, equity and inclusion are at the core of how we conduct business. As part of this commitment, we will ensure that persons with disabilities are provided reasonable accommodations throughout the recruitment and selection process, in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act. We thank all applicants for their interest; however, only candidates under consideration will be contacted.*

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