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where people  
want to be

**Position Title:** Data Research Technician

**Position Status:** Full-Time Regular

**Department:** Water Services

**Employee Group:** Teamsters Local 31

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** PG T18 \$2,410.63 - \$2,837.65 bi-weekly

**Our Water Services Department is seeking a Data Research Technician who will maintain and analyze water system data, prepare detailed reports, and contribute to the accuracy and efficiency of our water management operations. The successful candidate will manage statistical data, identify trends and anomalies, and develop tools to support decision-making processes within the department.**

**You are: detail-oriented, analytical, and proficient in working with data and software tools, this role offers an excellent opportunity to apply your skills in maintaining and analyzing water system data. You will play a critical part in ensuring accurate reporting, identifying trends and anomalies, and contributing to the efficient management of water systems.**

**This role:**

- Updates and maintains a wide variety of statistical water system spreadsheets relating to water flow, consumption, water levels, population, reservoir levels, etc.; enters, edits, manipulates and extracts data, modifies spreadsheet formulas, sets up report and graph formats; executes water distribution network analysis program, as directed.
- Prepares analyses of current water consumption trends and water flow information using established computer spreadsheets and/or programs; produces graphs, tables and charts relative to same.
- Gathers, interprets, reviews and analyzes data to establish missing data points, to determine time error adjustments, and to detect anomalies and possible problems with data and/or measuring equipment and/or computer calculations; prepares data in form of tabulated spreadsheets or graphs; documents procedures used in manipulating and adjusting data.
- Modifies existing programs and/or develops short, non complex programs, utilizing existing spreadsheet and/or database management software, to evaluate and process task specific data, as directed.

- Prepares reports, as required, on matters such as statistical and historical data results; researches topics related to water systems, as directed.
- Performs related work as required.

**To be successful, you have:**

- Completion of Grade 12 supplemented by courses in mathematics, hydraulics, computer software programming, and/or statistics; graduation from a two-year diploma program in Engineering Technology preferred, plus sound related experience; or an equivalent combination of training and experience.
- Sound knowledge of the practices and procedures of using computer spreadsheet software and other computer applications related to the work performed.
- Sound knowledge of office practices, procedures and policies of the Engineering Department as they relate to the work performed.
- Working knowledge of basic research techniques, statistical analysis and engineering mathematics.
- Ability to update and maintain a wide variety of statistical water system spreadsheets to enter, edit, manipulate and extract data, to modify formulas, and set up report and graph formats.
- Ability to extract, interpret, review and analyze data relative to water consumption trends and related information, using established computer programs, to produce graphs and charts and to manipulate data.
- Ability to modify existing programs and/or develop short, non-complex programs as directed.
- Ability to prepare reports and conduct research on topics related to the work, as directed.
- Skill in the use of technical and office equipment used in the work.

**Our Vision:**

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact [careers@metrovancover.org](mailto:careers@metrovancover.org) for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by February 20, 2025.*