

# EMPLOYMENT OPPORTUNITY

## WOODLANDS COUNTY



### Utilities Technician

Competition No: 2025-002

#### About our municipality:

Woodlands County is a rural municipality approximately 150 kilometres northwest of Edmonton, with an area of 7,668 square kilometres. The County surrounds the Town of Whitecourt and includes the hamlets of Blue Ridge, Goose Lake, and Fort Assiniboine. With a population of over 4,550 people, Woodlands County is a thriving natural playground, welcoming families, businesses and tourists alike to experience and enjoy all there is to offer.



**Submit your cover letter and resume by referencing the competition number.**

We thank all applicants for their interest. Only those selected for interviews will be contacted.

#### Position Type

Permanent  
Full-time (40 hours/ week)

#### Hours of Work

Monday to Friday  
7:00 am - 3:30 pm  
Some evenings and weekends

#### Competition Close Date

Open until Filled

Join our Environmental Services team and play a key role in ensuring safe, reliable water and wastewater services for our community. This position is responsible for the daily operation, maintenance, and compliance of water treatment, distribution, wastewater collection and treatment, and hamlet stormwater systems.

#### Functional Responsibilities:

The position is responsible for:

- Operate, monitor, and maintain water treatment, distribution and wastewater systems, ensuring compliance with Alberta Environment regulations.
- Conduct regular inspections, preventative maintenance, and repairs on facilities, wastewater lagoons, and distribution systems including mains, valves, hydrants, and curb stops.
- Monitor SCADA systems, adjust as needed, and maintain accurate records for reporting, licensing, and risk management.
- Perform hazard assessments and safety inspections while actively supporting and promoting the organization's Health and Safety Program ensuring a safe and compliant workplace.
- Install, repair and read water meters, obtaining meter readings for customer accounts and disconnections.
- Respond to emergency callouts for water treatment plants and sewer lift stations on a rotating schedule.
- Assist with public works projects, infrastructure maintenance, and general labour as needed.

#### Functional Requirements:

- Able to effectively communicate both verbally and written.
- Able to work various shifts, weekends, on-call and work alone.
- Required to work outside in all weather conditions.
- Typical work sites include a high level of noise, dust, grease or mud, moving vehicles or machines and temperatures varying from very hot to very cold.
- Medium to heavy physical labour required.

#### Qualifications & Education Requirements:

- Grade 12 Diploma or equivalent.
- Experience in water treatment, distribution, wastewater collection, and wastewater treatment. Applicants with relevant skills and knowledge but less direct experience will also be considered.
- Level One Certification, as recognized by Alberta Environment and Parks, in water treatment, distribution, wastewater collection, and wastewater treatment.
- Level Two Certification, as recognized by Alberta Environment and Parks, in water treatment, distribution, wastewater collection, and wastewater treatment considered an asset.
- Relevant certifications and experience in water and wastewater operations are preferred. Candidates with lesser qualifications may be considered for a lower classification.
- Basic computer skills to work with SCADA systems, Microsoft Office programs and software.
- First Aid, Fire Extinguisher, TDG, WHMIS, SMS, Ground Disturbance, Defensive Driving, certificates would be an asset.
- Valid class 5 Alberta driver's license.

#### Contact Us

p. 1-888-870-6315 e. [hr@woodlands.ab.ca](mailto:hr@woodlands.ab.ca)

PO Box 60, 1 Woodlands Lane, Whitecourt, AB, T7S 1N3