



Career Opportunity – Internal/External Posting

Water Distribution Operator-In-Training Infrastructure Services

Position Summary:

Under the direction of the Supervisor of Water Services, the Operator-In-Training will be involved in all aspects of maintaining the municipal water distribution system. This includes installation, maintenance, and repair work on watermains, appurtenances, water services, water meters, fire hydrants, valves, trucks, equipment and building maintenance. This position must complete all regulatory training as prescribed and applicable under the Ministry of Environment Conservation and Parks (MECP) and Drinking Water Quality Management Standards (DWQMS).

Key Responsibilities:

- Maintain, repair and install all portions of the Municipality's water distribution system and appurtenances, including watermains, water services, water meters, hydrants, valves, trucks and equipment.
- Operate the distribution system in accordance with the policies, practices and procedures of the Municipality and Water Services and in accordance with the requirements of their current level of certification.
- Communicate items of interest or concern to the supervisor for discussion and/or resolution, including health and safety and DWQMS.
- Respond to water distribution calls and provide advice to customers in a cordial and professional manner.
- Perform all manual and technical tasks assigned and assist in equipment operation as required.
- Perform water locates, water samples and inventory activities.
- Support investigations of low/high-pressure complaints, meter and billing issues, leaks, dirty water complaints, trench problems and other similar events.
- Respond to emergency situations as they relate to the water distribution system.
- Safely operate and perform routine daily checks of vehicles and equipment and maintain their cleanliness.
- Responsible for and comply with applicable federal, provincial and municipal regulations, policies and procedures, as well as regulations of the MECP, and others as required.
- Participate in training as prescribed.
- Complete and maintain all daily legislative and non-legislative records related to the water distribution system and health and safety.

- 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 successfully completed Secondary School or equivalent GED.
- Knowledge and application of technical math.
- Knowledge and experience in lab techniques and water sampling.
- Knowledge and experience reading and working with blueprints and maps.
- Experience with computer applications in a Windows environment.
- Knowledge of water distribution operations and legislative requirements pertaining to a drinking water system, including DWQMS.
- Ability to perform physical requirements of the position (lift objects of 25kg, work in confined spaces and all types of weather conditions), including after-hours work.
- Ability to use tools and equipment.
- Must be a team player with good interpersonal skills and the ability to work both individually and as part of a crew.
- Good verbal and written communication skills and ability to keep accurate records.
- Ontario Water Distribution Operator-In-Training (OIT) Certificate is preferred.
- Must obtain a Class I Water Distribution Certificate as a condition of employment within the time frame specified by the Ontario Water Wastewater Certification Office (OWWCO).
- Must obtain a Class II Water Distribution Certificate as a condition of employment within the time frame specified by the Ontario Water Wastewater Certification Office (OWWCO).
- A valid Ontario Class "DZ" Driver's License is preferred and must be maintained in good standing or must be obtained as a condition of employment within one (1) year.

Hours of Work and Working Conditions:

Hours of work are 40 hours per week. Overtime and "on call" time is expected of this position. A living radius of 15 KM to the Leamington Water Services building is a requirement of this position.

Employee Group:

Union – CUPE Local 528.4.

Wage Rate:

\$26.63-\$31.79 (OIT - 2025 Rates)

\$29.53-\$34.72 (Class I - 2025 Rates)

\$33.21-\$39.06 (Class II - 2025 Rates)

Closing Date:

Applications must be received by 11:59 PM on Sunday, October 12, 2025.

How to Apply:

Interested candidates must apply online through our website, leamington.ca/careers. We thank all applicants; however, we will contact only those selected for an interview. 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