

**Job Description - The Municipal District of St. Stephen**

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| **Job Title:** | Utility Operator |
| **Job Type:** | Full-Time, Union |
| **Reports To:** | Director of Infrastructure – Public Works Supervisor |
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**Work Summary**

Performs all assigned duties including operation of Public Works vehicles and machinery, Streets, Utility, and labour work.

**Duties and Responsibilities**

Under the direction of the Director of Operations and/or Supervisor:

* Operates trucks and other equipment;
* Works on water main transmission lines, laterals, dams, storage facilities, and wells;
* Installs, repairs, and reads meters;
* Installs and repairs fire hydrants;
* Operates pumping station and chlorination building as required by the Utility Approval to Operate;
* Performs or supervises required sampling and testing as required by the Utility Approval to Operate;
* Performs all work assigned including streets and labour work;
* Available for call outs and overtime work as required.

**Basic Qualifications**

* Minimum Grade 12 or equivalent.
* Experience working in a municipal public works department or related fields will be considered an asset.
* Minimum 2 years experience in the utility operations field.

**Additional Training**

Distribution courses as required under Section 12 of the Municipal District of St. Stephen’s approval to operate.

Post secondary in Civil or Environmental Technology preferred.

**General Requirements**

* Must be dependable, flexible, co-operative, and willing to take on the job training and any courses required to operate a Water Utility as regulated by the Municipality and the Department of the Environment.