Job Posting

Water Distribution Operator 1 & Driver (Springhill)

The Water Distribution Operator & Driver is responsible for the day-to-day operation and maintenance requirements of the Water Distribution System including the flow and pressure control in the upgraded pressure zone booster pump station as well as working with the Water Treatment Operator as required and necessary to maintain the operation of the water distribution system. Certification may also require that the Operator act as the Designated Responsible Charge (DRC) and/or assume the Overall Designated Responsible Charge (ODRC) designation.

The position is also responsible for driving and operating mobile equipment used in the performance of all municipal transportation related activities, including snow removal and materials handling, and repairs and maintenance of water treatment and distribution and wastewater collection facilities, as well as other tasks that address the needs of citizens in the delivery of public services

*The terms of the Canadian Union of Public Employees Local 919 collective agreement will apply to this position posting. Applications from this Bargaining Unit will be given preference. Should there not be any qualified candidates from the Bargaining Unit, other applicants will be considered.

Please visit our website for more position details at www.cumberlandcounty.ns.ca

Deadline for resumes is Thursday, July 17, 2025, at 1:00 pm.

Please forward your cover letter and resume to:

Municipality of the County of Cumberland
Kellie Seaman, Human Resources Generalist

kseaman@cumberlandcounty.ns.ca

*Clearly mark your resume “Water Distribution Operator 1 & Driver”

Department of Public Works: Water Distribution Operator 1 and Driver

Job Title
Water Distribution Operator 1 and Driver

About the Role

The Water Distribution Operator & Driver is responsible for the day-to-day operation and maintenance requirements of the Water Distribution System including the flow and pressure control in the upgraded pressure zone booster pump station as well as working with the Water Treatment Operator as required and necessary to maintain the operation of the water distribution system. Certification may also require that the Operator act as the Designated Responsible Charge (DRC) and/or assume the Overall Designated Responsible Charge (ODRC) designation.

The position is responsible for driving and operating mobile equipment used in the performance of all municipal transportation related activities, including snow removal and materials handling, and repairs and maintenance of water treatment and distribution and wastewater collection facilities, as well as other tasks that address the needs of citizens in the delivery of public services

This is a unionized position with the Canadian Union of Public Employees ("CUPE"), Local 919.

Water Distribution Operator 1 and Driver report to the PW Central Superintendent.

Responsibilities and Duties

a. Perform inspections, repairs, replacements, new installations, and maintenance of the Water Distribution System. Collaborate with the ODRC and assist the Public Works Supervisor to identify labour, materials, and equipment and timing resources to carry out necessary activities.
b. As required to operate the water distribution network, take and record readings and logging any irregularities in the process operations and submitting daily and/or scheduled reports to supervisors.
c. Support the operation of the Water Distribution System to ensure compliance with Nova Scotia, Federal and Municipal water quality guidelines and regulations.
d. Drive and operate mobile equipment including trucks, backhoes, loaders and graders to excavate, move, load and grade earth, rock, gravel, snow, ice or other materials to provide repairs and maintenance that address the needs of citizens in the delivery of public works, sewer infrastructure, and water utilities
e. Transport equipment, materials, and personnel to and from job sites.
f. Provide labour assistance at public works jobsites.
g. Perform duties according to operation manuals, work plans, Municipal policies and established practices.
h. Communicate with the PW Central Superintendent and team members to coordinate schedules and ensure timely completion of tasks.

i. Follow schedules for daily operations and be prepared to undertake emergency and unscheduled tasks.
j. Make recommendations for and perform facility improvements, maintenance, and preventative maintenance.
k. Complete daily driver logs and reports as required.
l. Conduct pre-operational checks on equipment and vehicles.
m. Perform work in a cost-effective manner and within budget constraints.
n. Prepare and maintain all information, data, forms and reports necessary to support the functions of the Department.
o. Perform minor maintenance on vehicles and equipment according to Department standards.
p. Ensure Municipal standards of equipment operation meet or exceed, design and regulatory requirements.
q. Perform work outside regular working hours and during inclement weather conditions to provide repairs and maintenance to services in response to emergency situations including alarms during off hours and/or non-scheduled work days.
r. Ensure work is performed in compliance with applicable health and safety standards, including requirements from the Occupational Health and Safety Act and Regulations.
s. Inform the PW Central Superintendent of any driving infractions or accidents involving Municipal vehicles or equipment.
t. Obtain or maintain all required certifications.
u. Perform other duties as assigned or required, subject to the collective agreement.

Qualifications

a. Nova Scotia Class I Water Distribution Operator certification.
a. A valid Class 3 driver's license with Air Brakes designation
b. Current Driver Abstract report.
c. Satisfactory criminal record check.
b. Knowledge of applicable health and safety standards from the *Occupational Health and Safety Act* and *Regulations*.
c. Occupational Health and Safety courses in WHMIS first aid CPR, confined spaces, fall protection, Traffic Control and Temporary Workplace Signage, and other training and certification as required for assigned tasks.
d. Experience operating industrial vehicles and heavy machinery.
e. Physical ability to perform work involving lifting, carrying, pushing, and pulling.
a. Ability to work flexible hours.

Salary, Benefits and Conditions of Employment

The Municipality has an approved hourly rate for this position.

Hourly Rate: $32.06

This is a full-time position based at the Municipality's facilities located in Springhill and requires travel within the Municipality.

The Municipality's Personnel Policy should be referred to for additional information regarding conditions of employment.