



**Job Title:** Supervisor, Regional Systems  
**Organizational Unit:** District Operations  
**Division:** Operations and Engineering  
**Location:** Kindersley

### **Short Description**

Reporting to the Manager, District Operations, an employee in this job will supervise and coordinate the work of a group of technicians and technologists responsible to undertake operation and maintenance work within an assigned regional waterworks district. The regional waterworks district may include water treatment, wastewater treatment, water distribution/transmission and wastewater collection works. This employee will also undertake operational duties including being the certified operator of record for a region and working different shifts and standby as required.

### **Job Duties**

Supervise and coordinate the work of a group of technicians and technologists responsible to undertake operation and maintenance work within a regional waterworks district by assigning and scheduling work assignments to ensure work is undertaken and completed in compliance with established industry and regulatory standards and procedures; train staff on safe and efficient operational and maintenance procedures and proper instrumentation monitoring methods and techniques; hire and supervise contractors and/or trades people to perform operation and maintenance work; conduct field inspections of works to monitor performance and identify maintenance requirements; provide input into staffing levels; provide input into staff performance evaluations; and assist in position interview for new and/or existing job and track the regional district operational budget.

Prepare required operational, maintenance, regulatory and status reports and related technical documents; maintain system inventory, operation and maintenance records identifying issues and maintenance requirements; undertake system performance inspections and document performance data; perform monthly meter readings; provide monthly consumption and water quality reports for Operation and Maintenance customers as required under the Ministerial permit; and assist in investigating system enhancements and/or improvements to enhance operational efficiency. Work with engineering group on capital projects including design reviews, construction and commissioning supervision and startup and follow up on project deficiencies.

Undertake operational duties such as performing optimization, diagnosis and evaluation of the complex processes associated with a diverse compliment of water and wastewater treatment facilities in a regional water and wastewater district, including performing required laboratory and field testing and water and wastewater sampling throughout the regional water and wastewater systems; collecting and recording applicable data including data compilation and generating reports; performing calibration, operation and maintenance of on-line analyzing equipment; installing system works, service connections and related equipment; performing backflow testing; performing flow control, pressure control and maintenance on existing connections; perform line locates for contractors by examining and identifying system locations from blueprints and technical documents; undertaking manhole, pipeline and valve maintenance including leak repair; removing and installing pumps and motors of various sizes for repair and maintenance and; and procure required supplies and related equipment.

Respond to operational issues as requested by customer services, ensure necessary work is completed; provide status report to customer services; undertake follow-up as directed; conduct field inspections of works to monitor performance and identify maintenance requirements and undertake other work as assigned.

## **Qualifications**

To qualify, you will have a Diploma in Water Resources Engineering Technology or a similar technical discipline, and eligibility for certification with Saskatchewan Applied Science Technologists and Technicians (SASTT) as an Applied Science Technologist (A.Sc.T.). In accordance with the Water and Wastewater Operator Certification Program, certification in Water Treatment, Water Distribution, Wastewater Collection and Wastewater Treatment must at a minimum meet the facility level of certification for the district. You have strong relationship building skills and approach your work with a high degree of responsibility.

***Special Requirements:*** *The position requires the incumbent to undergo a Criminal Record Check.*

***Where the minimum educational requirement is not met, an equivalent combination of training, knowledge and experience will be considered.***

A valid Saskatchewan driver's licence is required.

## **Application Deadline**

January 16, 2018

## **To Apply**

Please indicate where you learned of this opportunity and send a resume and cover letter to:

SaskWater  
Human Resources  
200 - 111 Fairford Street East  
Moose Jaw, Saskatchewan S6H 1C8  
Fax: (306) 694-3207  
Email: [hr@saskwater.com](mailto:hr@saskwater.com)

SaskWater offers competitive wages and an attractive benefits package. We would like to thank all applicants for their interest; however, only those selected for an interview will be contacted.

*SaskWater values workplace diversity and is committed to maintaining an inclusive and respectful workplace.*

