



## Village of Belcarra



### Public Works & Utilities Maintenance Worker / Water Operator Level 1

The Village of Belcarra is seeking applications for the position of a permanent, full time Public Works & Utilities Maintenance Worker / Water Operator Level 1.

#### The Place

The Village of Belcarra is located on the scenic Indian Arm fjord within Metro Vancouver, a short 10 minute drive from Port Moody where there are numerous commercial and transit services. The Village has 700 residents and is entirely residential with its municipal office, community hall and public works yard as the centrepiece of municipal government and gathering place for Village residents.

#### The Position

Under the supervision of the Public Works & Emergency Preparedness Coordinator, the Public Works & Utilities Maintenance Worker / Water Operator position requires a distinct set of skills to perform a wide variety of duties related to the Belcarra Water distribution system, roads maintenance and waste / recycling.

#### Key Duties

Key duties include all the duties of a Water Operator 1, assisting with work at the Waste and Recycling Depot, maintenance of roads and trails including snow removal, equipment operation and facility maintenance.

#### Required Knowledge, Abilities and Skills, but are not limited to:

- Considerable knowledge in all aspects of the duties of a Water Operator Level 1
- Considerable knowledge of the methods, practices, use of tools and equipment applicable to the work.
- Considerable knowledge of safe work practices.
- Ability to operate equipment and vehicles and to perform routine servicing as required.
- Ability to understand and effectively carry out oral and written instructions with a minimum of supervision.
- Ability to prepare and maintain records related to the work.
- Ability to communicate with and establish a good working relationship with other employees.
- Ability to operate vehicles safely and efficiently.
- Sufficient physical strength, stamina and coordination to perform manual work outdoors in all weather.

#### Required License and Certificates

Driver's License for the Province of British Columbia - Class 5.

Water Operator Level 1 Certification (EOCP)

PUBW 1001 – Introduction to Public works Operations (or equivalent training)

### **Desirable Training and Experience**

Completion of Grade 12 or equivalent supplemented by training courses (construction work site safety, due diligence in the workplace, confined space). Water Operator Level 1 experience is desirable. Considerable experience in construction and/or maintenance or an equivalent combination of training and experience. Knowledge of and / or Bylaw Enforcement training. Emergency Medical Assistant (FR3) Licensing. Chain Saw Operator Certification.

The position is based on a 40 hour work week with alternating standby time with Public Works staff. A competitive salary will be offered related to experience and qualifications, plus a competitive benefits package. If your qualifications, prior experience and skills make you a good fit for this role, we would like to hear from you. Short-listed candidates will be required to submit three references.

Please send your resume and cover letter to Lorna Dysart, Chief Administrative Officer at [ldysart@belcarra.ca](mailto:ldysart@belcarra.ca) with Public Works Application in the subject line. The closing date for applications is by Friday, April 30, 2021 at 4 pm.

All responses are appreciated; however, only those selected for follow-up will be contacted.

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