



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, and Bylaw Enforcement.

Key Duties

Water Operator:

The successful candidate will be expected to perform all the duties of a Water Operator 1. Duties may include but are not limited to the following:

- Water sample testing and submitting test samples to Fraser Health
- Monitoring the performance and control of the Belcarra Water Distribution System
- Operate and inspect plant equipment, pumps, hydrants and associated infrastructure
- Share duties of SCADA water system monitoring

Other Key Duties:

All Public Works employees are required to perform duties in the following areas:

- Waste and Recycling
- Roads and streets, including after hours and night shift snow removal driving a 1 ton truck
- Parks, Trails and Greenspace maintenance
- Equipment operations that include flail mowing on street sides
- Facilities Maintenance
- Bylaw Enforcement

Required Knowledge, Abilities and Skills, including but not limited to:

- Considerable knowledge in all aspects of the duties of a Water Operator Level 1 and the ability to understand and operate SCADA Systems.
- 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.

Completion of recognized water operator program, with a level one or higher certification in the discipline.

Desirable Training and Experience

- Completion of Grade 12 or equivalent supplemented by training courses.
- Water Operator Level 1 experience.
- Bylaw Enforcement Level one certificate.
- Ability to meet the physical demands of the position, including outdoor work in inclement weather conditions.
- Demonstrate the ability to communicate effectively both verbally and in writing.
- Ability to work alone under minimal supervision.

The position is based on a 40 hour work week with alternating standby time with Public Works staff. The successful applicant will participate in rotational after hours and weekend on-call / standby / overtime.

A competitive salary will be offered related to experience and qualifications, plus a competitive benefits package.

Please send your resume and cover letter to Lorna Dysart, Chief Administrative Officer at ldysart@belcarra.ca with Public Works Application in the subject line. **The closing date for applications is by Friday, October 22, 2021 at 4 pm.** All responses are appreciated; however, only those selected for an interview will be contacted.

Lorna Dysart, Chief Administrative Officer
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