



TSAWWASSEN FIRST NATION
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EMPLOYMENT OPPORTUNITY

HEAD OPERATOR & UTILITIES SUPERVISOR – Full Time Regular

Tsawwassen First Nation (TFN), a full member of Metro Vancouver, is making its mark with multimillion-dollar retail, industrial and residential developments on its Lands. TFN has also invested more than \$100 million in new infrastructure, including a \$27-million sewage treatment plant, essential for the development taking place on its Lands.

The Tsawwassen First Nation Wastewater Treatment Plant is a state of the art EOCP level III facility commissioned in January of 2016. It was designed to treat up to 8,000 M3 per day. The final effluent is treated to re-use quality (purple pipe). The process utilizes Xylem's proprietary Intermittent Control Extended Aeration System with effluent filtration and UV disinfection.

TFN is a rapidly growing urban community offering an exciting opportunity for an experienced level 3 waste water treatment operator. The Head Operator & Utilities Supervisor reports to the Manager of Engineering Services and is responsible for overseeing the operation of the sewage collection and treatment system, water distribution system, and rain water pumping stations. All work is carried out in compliance with the BC Municipal Wastewater Regulation, Canadian Wastewater Systems Effluent Regulation, BC Drinking Water Protection Act and Regulation, W.C.B. regulations, TFN Policy, Procedures, other appropriate regulations and recognized safety precautions.

Specific Responsibilities

Ensuring that all utility infrastructure is maintained in good working order, meets all appropriate legislative requirements and provides acceptable levels of service to TFN.

Ensuring that standard operating procedures, emergency response plans, and associated record keeping practices are in place, kept current and followed for all utility infrastructure.

Other specific duties include:

- Head Operator & Utilities Supervisor responsibilities for the wastewater collection and treatment system, water distribution system and rain water pump stations.
- Supervising Water and Sewer staff as required.
- Assisting in establishing and administering Public Works budget.
- Assisting with hiring and supervising contractors as required.
- Advising Public Works Supervisor, or his designate when major repairs and/or maintenance work are required which are beyond the budget and capabilities of Public Works.
- Addressing health and safety issues in a proactive manner for the department.
- Preparing and submitting all paperwork required from the Public Works (Purchase Orders, time sheets, budgets, etc.).
- Participating in continuous upgrading through ongoing study of regulations and procedures and taking appropriate workshops and training.
- Other related duties, as assigned by the Public Works Supervisor.

Qualifications

- Current E.O.C.P. Level 3 Wastewater Treatment Certificate and Level 1 Wastewater Collection required.
- Sound experience in all Public Works aspects with an emphasis on water distribution, wastewater collection and treatment systems and pumping equipment.
- Completion of Grade 12, supplemented by technical courses related to the work.
- 3-5 years experience operating a Level III or higher Waste Water Treatment Plant.
- Knowledge of, and experience in, maintenance business processes and best practices.
- Experience effectively supervising and mentoring employees and contractors.
- Demonstrated ability to develop strong relationships with all departments, ensuring alignment with the Preventative Maintenance strategy.
- Budget development and management skills and ability to determine cost effective solutions.
- Strong organizational and effective time management skills.
- Flexibility in managing changing priorities and ability to work with minimum supervision.
- Competent in use of Microsoft Office suite.
- Strong safety record and ability to read municipal plans are essential.
- Experience in COR registration and audits an asset
- Ability to communicate effectively, maintain positive public relations and excellent customer service and problem solving skills.

- Ability to work in a team environment displaying leadership, positive work ethic, integrity and the ability to follow direction effectively.
- Head Operator & Utilities Supervisor must be available, or ensure a suitably qualified employee is available, on call 24 hours to respond to infrastructure alarms and emergencies.
- Valid Class 5 BC Drivers' License and ability to drive a Public Works pick-up truck.
- Must provide a clean Drivers' Abstract.

Please e-mail to resume to
hr@tsawwassenfirstnation.com

Or drop off/send to:
Human Resources
1926 Tsawwassen Drive
Tsawwassen, BC V4M 4G2
Fax: 604-948-5249

We wish to thank all interested applicants; however, only short-listed candidates will be contacted for interview.

Pursuant to the Tsawwassen First Nation *Government Employees Act*, first priority in hiring among qualified applicants will be given to Tsawwassen Members, second priority to spouses (as defined in s. 3 (1) of the BC *Family Law Act*) of Tsawwassen Members, and third priority to members of other First Nations. If you fall within one of these categories and you wish to have this voluntary information considered as part of your application, please indicate the applicable category in your cover letter.