



TSAWWASSEN FIRST NATION
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EMPLOYMENT OPPORTUNITY
Maintenance Planner– Full Time

The Tsawwassen First Nation Wastewater Treatment Plant is a state of the art EOC 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.

This TFN facility and infrastructure is highly automated, with mechanical systems that will require ongoing maintenance and servicing. The **Maintenance Planner** will perform predictive, preventive and corrective maintenance inspections for all components including machinery and automated control equipment.

Specific Responsibilities

- Performs detailed planning, scheduling, cost estimation, resources estimation and allocation, progress and performance reporting for the utility systems.
- Coordinates with Utilities team, engineering support and contractors to ensure timely completion of maintenance activities and development of ongoing improvements
- Provides input and continuous improvement of the maintenance, planning, scheduling and data integrity processes and standards
- Maintains water and sewer monitoring systems and associated equipment on a day to day basis in the Utilities department
- Handles, troubleshoots and resolves work orders
- Developments and updates Preventative Maintenance plans
- Actively participates in routine/forced outages and scope of work creation
- Maintains work orders/notifications to provide integrity of history tracking and maintenance repair costs data
- Assists in ensuring that the appropriate emergency warning systems are in place and maintained
- Stays knowledgeable and current on regulations and procedures relating to associated equipment and regulations
- Completes paperwork in a neat timely manner
- Assists in the preparation of annual budgets
- Duties may be re-assigned as required

Requirements:

- Level 1 or 2 Environmental Operators Certification Program (EOCP) certification
- Mechanical/Electrical Educational Background
- Work experience in a water/sewer treatment plant environment highly desirable
- Experience in erection, commissioning, and maintenance work of electrical and/or instrumentation systems
- Ability to read and follow engineering drawings and specifications
- Experience in the development of Preventative Maintenance plans
- Knowledge of preventive, predictive maintenance and condition monitoring techniques
- Able to communicate professionally with customers, engineers, owners and contractors
- A team player that takes pride in their work and their ability to complete the job on time and budget
- Valid class 5 driver's license with drivers abstract
- Criminal background check required

Qualified applicants are invited to submit their resume and cover letter to hr@tsawwassenfirstnation.com

Wages: \$32.00 to \$35.00 per hour commensurate with qualifications with an excellent benefits plan

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.