



Full Time Public Works, Water & Wastewater Person

The Village of Bawlf is accepting applications for a **Full Time Public Works, Water & Wastewater Person**. The main responsibility of this position is the general maintenance of village facilities and infrastructure, maintaining roadways, buildings and parkland and maintaining water, sewer and lagoon systems. If the candidate does not already hold certification in the Small Water and Wastewater Systems, then the incumbent will be required to work towards acquiring certification within the appropriate time frame. Basic training would be provided by the current water and sewer operator.

Specific duties include, but are not limited to, the following:

- Willing and able to learn the water treatment plant and sewer lift station operational systems
- Willing and able to learn the daily procedures of testing and treating the well water
- Document meter readings at the water treatment plant and the sewer lift station on occasional weekends
- Participate in all public works projects
- Monitoring and repairing the main water and sewer lines
- Seasonal flushing of the sewer lines
- Operation of the sewer lift station and wastewater lagoon
- Maintain village roadways and repair potholes
- Snow removal
- Maintain grass around the Village (including Jubilee Park and the cemetery)
- Operate and maintain equipment (bobcat, tractor, mowers, etc.)
- Assist with the preparation of operating and capital budgets
- Supervise seasonal public works staff when required
- Complete necessary office work as required
- Other maintenance or public works projects as assigned by the Village Manager. It is anticipated that the duties of this position may expand over time
- Must follow the Occupational Health & Safety Procedures

Regular work hours will be Monday to Friday, 8:00-4:30 but can fluctuate depending on time of year. There may be occasional evening and weekend work.

The successful candidate will have a valid Class 5 Drivers License, an acceptable driver's abstract and will pass an RCMP security clearance check.

Applications, along with hourly wage expectations, will be accepted until **October 16, 2015** and may be mailed, faxed, emailed or dropped off at:

Village of Bawlf
Attention: CAO
203 Hanson Street
Box 40
Bawlf, Alberta T0B 0J0
FAX: 780-373-3798
Email: tmstewart@bawlf.com

For more information, please call the Village Office at 780-373-3797.