

City of Pembroke

Environmental Technician (Student) Job Summary

Operations Department – Utilities Water Treatment Plant

Reporting to the Supervisor of Drinking Water Treatment

Rate of Pay - \$20.00 per hour

Education, Skills, Abilities:

1. Must have a minimum of Grade 12 with Grade 12 Mathematics;
2. Must possess MOE Operator-in-Training in Water Treatment (WT);
3. Must display effective interpersonal, communication and customer service skills;
4. Basic use of computer applications including Microsoft Word, Excel and Outlook;
5. Self-motivated, detail oriented and able to work with minimal supervision;
6. Post-secondary students in agriculture, engineering or environmental studies may be given preference.

Responsibility and Duties:

Under the supervision of a certified operator:

1. Operate and maintain water systems, conveyance systems including related buildings and equipment; in accordance with all relevant legislation, regulations, policies and procedures.
2. Perform routine laboratory analyses and tests and collect chemical and bacteriological samples;
3. Set operational parameter or process that controls the effectiveness of efficiency of the facility;
4. Operate the processes in a safe and efficient manner; in accordance with all relevant legislation, regulations, policies and procedures.
5. Ensure proper monitoring inspections, evaluations and adjustments are properly recorded;
6. Manual labor; and
7. Carry out other related duties as assigned.

Hours of Work:

Forty (40) hours per week, Monday to Friday 7:30 AM to 3:30 PM, with the understanding evenings and/or weekends may be involved during special events or peak periods.

The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this position.

As a condition of employment, candidates will be required to sign a Confidentiality Agreement. Candidate must supply their own personal CSA approved steel-toed work boots and work clothes.