

Overall Responsible Operator – A.L. Dafoe Water Treatment Plant – Growth & Infrastructure Services

Reporting to the Deputy Director of Environmental Services, the successful applicant will be responsible for the day-to-day operations and maintenance of the A.L. Dafoe Water Purification Plant (Water Treatment). This is a permanent position within the IBEW union. The position will work 40 hours per week, participate in an on-call rotation and should expect after-hours/weekend reports, and is eligible for approved overtime.

Responsibilities:

- Responsible for the planning, co-ordinating, monitoring and adjustments to treatment processes to ensure the delivery of a safe drinking water supply to the residents of Greater Napanee.
- While the incumbent will spend the majority of their time operating the A.L. Dafoe WTP, the incumbent is also responsible for regular checks of the Lake Ontario Raw Water Pumping Station, the Raw Water Reservoir, the Treated Water Storage Tank, the Treated Water Tower and Booster Stations (2) within our community. It is expected that operational data will be reviewed and trends will be identified to optimize the performance of the treatment and distribution processes.
- Oversees and provides status reports to the Deputy Director of Environmental Services on water treatment operations, in-plant maintenance, process adjustments, and capital requests
- Provide overall operational oversight for the A.L. Dafoe Drinking Water System, including directing operators on decisions beyond their knowledge, skill set or experience in accordance with O. Reg. 128/04, responding immediately and effectively to emergencies, and acting as Overall Responsible Operator (ORO) for alternate systems in the absence of another ORO
- Schedule and collect samples and perform laboratory analyses to ensure compliance with regulatory requirements as required
- Completion of work orders and preventative maintenance as scheduled
- Identify equipment deficiencies and make budgetary recommendations
- Coordinate contractors with Deputy Director of Environmental Services for in-plant work and activities as necessary
- Ensure the maintenance of all required records and documentation associated with the operation of the water treatment process including but not limited to logbooks, daily records, analytical results, forms, maintenance manuals and standard operational procedures
- Follow MECP regulations and guidelines and internal policies and procedures
- Ensure adequate chemical supply, spare parts and inventory is available for plant processes
- Mentoring and/or training junior staff as required
- Participate in the after-hours on-call rotation and perform weekend rounds at associated treatment facilities

Qualifications:

- Licensed Water/Wastewater Operator in the Province of Ontario at the following classes or higher:
 - Water Treatment – Class III
 - Water Distribution – Class II
 - Wastewater Treatment – Class III
 - Wastewater Collection – Class II
- Ontario Secondary School Diploma
- Degree or diploma in an Environmental Field
- Class G Ontario divers license
- 5+ years in Water Treatment, Water Distribution, Wastewater Treatment, and Wastewater Collection Operations
- Demonstrated knowledge of the Safe Drinking Water Act, Ontario Water Resources Act, Environmental Protection Act, Fisheries Act, and associated regulations, as well as the Ontario Drinking Water Quality Management Standard and Occupational Health and Safety Act.
- Proven experience troubleshooting routine and complex process/operational issues
- Detail oriented with ability to understand and evaluate technical data and equipment specifications

Salary Rate: \$87,776 - \$93,725 annually

Interested applicants should forward a resume and cover letter marked: Overall Responsible Operator – A.L. Dafoe WTP File #22-2026, no later than noon, October 16, 2026 to: hr@greaternapanee.com. Applications should be submitted as one document (PDF Preferred) with the file name Last Name, First Name – Competition number (Ex: Doe, Jane - #22-2026).

The Town of Greater Napanee is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants should make their needs known in advance.

We accept all resumes, however, only those candidates invited for an interview will be acknowledged. Personal information contained in your resume is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used strictly for employment assessment purposes. We are an Equal Opportunity Employer.