

**Cowichan Bay Waterworks District**  
**Water Operator**  
**Permanent Part-Time**



**Position Summary**

The Cowichan Bay Waterworks District is seeking a reliable, mechanically inclined professional to join our team as a part-time Water Operator. Working within a small, collaborative team, you will play a vital role in the daily operation and maintenance of our water system. This position is ideal for an active individual who enjoys physical work in an outdoor environment and is committed to providing safe, clean drinking water to our community.

Reporting to the Chief Water Operator and District Administrator, you will oversee day-to-day technical tasks required to maintain system integrity, efficiency, and safety compliance. You are a proactive professional who thrives in a team setting but is equally comfortable working independently to see projects through to completion.

**Key Responsibilities:**

- Operate, monitor, and maintain all Cowichan Bay Waterworks Class 3 facilities, including wells, pumping stations, reservoirs, transmission lines, valve and meter chambers, manholes, flow meters, treatment equipment, generators, etc.
- Perform corrective maintenance and construction duties, such as leak repairs, waterline connections, meter installations, and rebuilding manholes/chambers.
- Operate and troubleshoot water treatment and chemical feed systems; perform routine calibration of analyzers and conduct weekly sampling in accordance with VIHA requirements and/or as requested.
- Carry out regular inspections to identify, troubleshoot, and rectify operational problems across all facilities and equipment.
- Operate and monitor SCADA systems and alarms, reviewing trends to ensure proper system operation and collaborating on monitoring improvements.
- Maintain accurate daily operating records (flows, water quality, chemical usage) and submit progress, investigative, and time reports as required.
- Perform general site maintenance, including housekeeping, landscaping, brush cutting, and the safe operation of power tools and heavy equipment (jackhammers, mowers, etc.).
- Ensure all activities strictly adhere to WorkSafeBC regulations and established District policies/procedures, including proper disinfection and de-chlorination protocols.
- Provide customer service regarding service breaks or inquiries, including water meter reading on a quarterly basis or as assigned.

- Respond to alarm calls and water emergencies during working hours and participate in the scheduled on-call rotation (remain available for after-hours emergency call-outs and alarm responses).

### **Qualifications:**

- A high school diploma, supplemented by a two-year diploma in Water Engineering Technology or related EOCP discipline. *An equivalent combination of hands-on experience and a willingness to learn will be considered.*
- BC EOCP Level 1 or 2 is preferred. Candidates at the Operator in Training (OIT) level will be considered, provided there is a commitment to obtain and maintain a minimum Level 1 certification.
- Valid Class 5 BC Driver's License and a clear Criminal Record Check.

### **Technical Skills & Attributes:**

- Proven ability to operate and repair water distribution equipment, focusing on the maintenance and repair of pumps, motors, valves, and control systems.
- Ability to interpret engineering drawings and utilize software applications for reporting, data analysis, and record keeping.

### **Personal Attributes & Requirements**

- Superior interpersonal skills with the ability to handle public inquiries with tact and professionalism.
- Highly motivated to organize workloads and set priorities independently; capable of working effectively with minimal supervision.
- Physically capable of performing manual labor in all weather conditions, including working in confined spaces or working alone.
- Ability to react promptly to emergencies and commitment to a schedule that includes on-call rotations and after-hours call-outs.

### **Position Details**

- Permanent part-time position with a guarantee of 21 hours per week with occasional opportunity for additional hours, plus standby work.
- A condition of employment is that employees sign and comply with an Oath of Employment and Standards of Conduct.
- Salary range: \$33.00 to \$40.00/hour (commensurate with experience).

### **To Apply:**

Please send your application to [info@cowichanbaywater.com](mailto:info@cowichanbaywater.com) by May 8, 2026.