



## **Plants Operator-in-Training (OIT) Wanted!**

### **One-Year Contract Position**

**Salary:** \$29.66

The City of Elliot Lake is seeking a Plant Operator-in-Training (OIT) to learn and assist with the operation of our municipal Water and Wastewater facilities. Operating within the Environmental Services department, this entry-level role prepares you for Class 1 OWWCO certification. You will work under the direction of experienced operators to monitor systems, conduct laboratory testing, and perform preventive maintenance, ensuring the community's water infrastructure complies with all provincial health and environmental regulations.

#### **What You Will Be Doing:**

- Assist in monitoring water treatment, wastewater treatment, and lift station facilities, performing routine rounds, filter backwashing, and sludge pumping.
- Learn to conduct standard laboratory chemical analysis (pH, hardness, fluoride, etc.) and collect environmental field samples from distribution and landfill sites.
- Learn to adjust chemical dosages and utilize computerized system controls under the supervision of the Operator in Charge.
- Perform routine and preventative maintenance on plant equipment, handle hazardous chemicals safely, and assist with changing chlorine cylinders.
- Adhere strictly to the Drinking Water Quality Management System (DWQMS), Ministry of the Environment guidelines, and standard operating procedures.

#### **What You Bring to the Table:**

- High School Diploma plus recent post-secondary education (within the last 3 years).
- Valid OWWCO Operator-in-Training (OIT) Certificate in at least Water Treatment and Wastewater Treatment.
- Valid Ontario Class "G" Driver's Licence with a clean driver's abstract.
- Physical capacity to walk on uneven surfaces, climb ladders, and lift items weighing up to 60 lbs.
- First Aid/CPR, Confined Space Entry/Rescue, Working at Heights, and Ontario Boating License certifications are considered strong assets.

**Why Join Us?** At the **City of Elliot Lake**, you're not just taking a job—you're becoming part of a team that shapes the culture and community spirit of our city. You'll enjoy a supportive work environment, opportunities to grow, and the satisfaction of making a real impact on public life in Elliot Lake.

**CLOSING DATE: Friday, June 12, 2026**

**Ready to Make a Difference?** To apply and view the full job posting please go to our website at <https://www.elliottlake.ca/en/city-hall/jobs.aspx>

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, a request for accommodation will be accepted as part of the City of Elliot hiring process. If you require accommodation, please contact Human Resources.

**The City of Elliot Lake thanks all applicants. Only those selected for interviews will be contacted.**

**JOB DESCRIPTION**

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| <b>JOB TITLE:</b> Plants Operator In Training (OIT) | <b>DEPARTMENT:</b> Plants; Environmental Services   |
| <b>DATE:</b> April 2, 2026                          | <b>SUPERVISOR:</b> Plants Working Foreman (Operations & Maintenance) and Manager of Environmental Services  |
| <b>PRIMARY PURPOSE OF JOB:</b>                      | Responsible for learning the operation of all City of Elliot Lake Water and Wastewater facilities and their maintenance in accordance with established schedules, Corporate policies and applicable Provincial & Federal regulations. |

**BASIC JOB DUTIES:**

Under the direction of the Working Forepersons and/or the Manager of Environmental Services, the Plant Operator in Training, in preparation for Class 1 OWWCO certification will:

1. Assist in monitoring the daily operation of Water Treatment, Wastewater Treatment and Lift Station facilities.
2. Perform general plant duties, including but not limited to backwashing filters, sludge pumping, routine rounds, routine maintenance and general cleaning.
3. Learn and subsequently perform plant laboratory analysis, including but not limited to hardness, alkalinity, fluoride, settling tests, phosphorous, suspended solids and volatile acids.
4. Train and assist in routine sample collection pertaining to the distribution system, wastewater outflow, landfill and sludge disposal site.
5. Under the direction and supervision of the Operator in Charge or the Overall Responsible Operator, adjust chemical dosages as required for best results and efficiency.
6. Monitor and perform preventative maintenance on equipment to ensure proper operation, i.e., check oil levels, check bearing temperature, packing and seals.
7. Ensure that standards set out in Ministry of Environment and Public Health guidelines are being met.
8. Have basic knowledge of computer operations; under supervision - be able to change set points and flow rate and gain the ability to operate the plant in Automatic or Manual modes.
9. Change and/or assist in changing 1-ton Chlorine Cylinders.
10. Train on accepting chemical deliveries such as liquid alum, chlorine, hydrated lime, fluoride and SternPAC.
11. Follow established procedures in the handling of hazardous chemicals, i.e., chlorine, fluoride, lime, etc.
12. Follow all established procedures within the Standard Operating Procedures and the Drinking Water Quality Management System.
13. Perform routine plant maintenance, shadow and assist maintenance personnel.
14. Monitor pumping stations and be able to respond as required.
15. Perform other related duties that may be assigned.

**QUALIFICATIONS (Education, Experience, Knowledge, Skills & Abilities):**

- Ontario Secondary School Diploma
- Required to have Post Secondary Education within the last three years
- A valid Ontario Water Wastewater Certification Office (OWWCO) Operator-in-Training Certificate [requires successful completion (70% or higher) of the Operator-in-Training Exam in at least the Water Treatment and Wastewater Treatment modules]
- A valid Ontario Driver's Licence Class "G" and clean driver's abstract
- Current Standard First Aid and CPR Level "C" certification is an asset
- Confined Space, Confined Space Rescue and Working at Heights certification is an asset.
- Ontario Boating License (Pleasure Craft Operator Card – for use in water sampling) is an asset.
- Ability to stand, walk on uneven surfaces, bend/stoop, climb stairs and ladders, lift items weighing 10 to 60lbs.