

# Wastewater Treatment Operator

<b>Service Area:</b>	Infrastructure, Development, and Environment
<b>Department:</b>	Environmental Services
<b>Division:</b>	Wastewater Services
<b>Work Location:</b>	Wastewater Services, 530 Wellington Street W
<b>Work Mode:</b>	In Person
<b>Job Type and Duration:</b>	Permanent, Full Time Vacancy
<b>Position Availability:</b>	1 vacant position(s)
<b>Salary Range:</b>	OIT: \$34.49 per hour Level 1-4: \$28.01 - \$41.31 per hour
<b>Affiliation:</b>	CUPE Local 241
<b>Posting Period:</b>	June 3, 2026 to June 17, 2026 11:59 p.m.

## Why Join the City of Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

## What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Hybrid and flexible work arrangements;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

## Position overview

Resumes are being accepted for the position of Wastewater Treatment Operator in the Wastewater Division within the Environmental Services Department. Reporting to the Wastewater Treatment Supervisor the successful candidate will use your knowledge of wastewater treatment to make data based decisions for effective process control. You will demonstrate excellent leadership and organizational skills with an emphasis on compliance with the facilities Environmental Compliance Approval as well as the Biosolids land application program requirements. Guided by the goals and objectives of the City's Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Vision for an inclusive, connected and prosperous city.

## Key duties and responsibilities

- Upon fulfilling licensing requirements, assumes the duties and responsibilities of an Operator In Charge (OIC) as defined by O.Reg 129/04
- Take all steps reasonably necessary to operate the processes within their responsibility in a safe and efficient manner in accordance with the relevant operations manuals
- Ensure that the processes within their responsibility are measured, monitored, sampled and tested in a manner that permits them to be adjusted when necessary
- Ensure that records are maintained of all adjustments made to the processes within their responsibility
- Ensure that all equipment used in the processes within their responsibility is properly monitored, inspected and evaluated and that records of equipment operating status are prepared and available at the end of every operating shift.
- Participate in an acting lead role as required
- Communicate critical process control information immediately to Supervisor and advocate for support when required.
- Participate and provide operational feedback in process control meetings
- Perform process calculations and interpret results for appropriate process control adjustments.
- Utilizing SCADA as well as the facilities data management program, monitor process trends to determine cause and effect relationships possibly indicating an area for further study.
- Monitor unit process performance as well as plant performance with Environmental Compliance Approval.
- Conduct, document and present special studies to determine impacts of process changes.
- Use data and understanding of unit processes to develop standard operating procedures.
- Work with internal maintenance team to coordinate maintenance activities so to ensure the impact on the process is minimal.
- Lead and/ or participate in confined space entry.
- Ensure the WWTP and associated infrastructure is kept in such a manner that housekeeping reflects the investment and importance of the facility.
- Participate in Operations and Divisional meetings.
- Provide support for public education initiatives and tours as required.
- Performs all work assignments safely in accordance with the Occupational Health and Safety Act and all other applicable regulations and legislation
- Performs work in a safe, efficient and courteous manner

- Perform other related duties as assigned.

## Qualifications and requirements

- Experience related to the duties listed above, normally acquired through a Grade 12 Diploma and 2 years post-secondary education in environmental science or a closely related discipline and 1–2 years experience in wastewater operations or environmental monitoring. Candidates with equivalent combination of education and experience may be considered.
- A MECP Class I Wastewater Treatment License or higher or a valid Wastewater Treatment OIT license and the ability to complete the MECP Class I Wastewater Treatment exam within 6 months of start date leading to a Class I Wastewater Treatment licence within 12 months of the start date.
- A valid Class G drivers licence with a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their licence is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Able to perform the physical requirements of the position (e.g. lifting, climbing, walking, etc.) and be able to work in confined spaces.
- Knowledge of the Occupational Health and Safety Act and other applicable legislation and specifications.
- A team player with good interpersonal skills and the ability to work both individually and as part of a team.
- Excellent communication skills with the ability to interact with other staff, contractors and stakeholders.
- Ability to troubleshoot and solve operational problems.
- Intermediate skills in Microsoft Office (Word and Excel).
- Knowledge of wastewater operating treatment equipment including the ability to read and understand technical drawings.
- Experience with SCADA, Maintenance Management Systems and Record Keeping would be an asset.
- Wastewater Collection License would be an asset.

## Hours of work

Normal hours of work are rotating 12 and 8 hour day shifts, and 12 hour night shifts. The facility is a 24/7 operation and this position is required to participate in a 24/7 rotating shift schedule.

## How to apply

Qualified applicants are invited to apply using our **online** application system **by June 17, 2026**. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered.

Please visit the job posting listed on our City of Guelph [careers page](#) and click on the "Apply for this job" button. Instructions will follow.

## Hiring Process Transparency

The City of Guelph is committed to fair and transparent recruitment practices. Candidates who participate in an interview for this position will be notified of the hiring decision within 45 days of their interview. Notifications will be provided in writing, or through technology.

## Commitment to Diversity & Accessibility

The City of Guelph is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive workplace where employees feel welcome, valued and engaged. Our employment policies strictly prohibit all forms of discrimination on any of the grounds in relevant laws. All employment practices are solely based on individual merit, qualifications, and organization's needs at the time. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are committed to working with and providing reasonable accommodation for qualified individuals in our job application procedures. If you need an accommodation in order to participate in the hiring process, you may contact us to make your needs known in advance.

## Privacy Notice

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.