



Cartier Regional Water Co-op Inc. Summer Student (Co-op Term) – 2026

The Cartier Regional Water Co-op Inc. is seeking one (1) Summer Student for a co-op term position for the 2026 season. This position will be based at both the Headingley Water Treatment Plant (WTP) in Headingley, MB and the Cartier Water Treatment Plant in St. Eustache, MB.

Job Summary

The Summer Student will be employed from May to September and will support operations at both treatment facilities. This role provides hands-on experience in water treatment operations, including laboratory testing, safety initiatives, maintenance support, and special projects.

The student will work under the supervision of the Facility Supervisor and alongside certified water treatment staff. The role is observational and supportive in nature; the student will not be responsible for process adjustments, responding to alarms, or on-call duties.

Qualifications

The successful candidate will possess the following:

- Valid Manitoba Class 5 Driver's License
- Proficiency in Microsoft Office applications (Word, Outlook, Excel)
- Completion of Grade 12 or enrollment in a relevant post-secondary program (e.g., environmental sciences, engineering, water resources, or related field)
- Ability to collect, interpret, and report data accurately
- Knowledge of recordkeeping and reporting procedures
- Strong organizational skills with the ability to maintain accurate records and prepare reports
- Effective verbal and written communication skills
- Ability to follow verbal and written instructions
- Strong interpersonal skills and the ability to work collaboratively with staff, external stakeholders, and the public

- Ability to exercise sound judgment, manage multiple tasks, and work in a fast-paced environment
 - Basic knowledge of hazardous materials handling practices
 - Understanding of occupational health and safety regulations and practices relevant to water treatment operations
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Duties and Responsibilities

Detailed duties are outlined in Annex A. Key responsibilities include:

- Conduct daily laboratory testing for process control
 - Perform additional water quality testing as required
 - Assist with ongoing operational and capital projects
 - Collect and record operational data (manual and electronic entry)
 - Support the development and enhancement of safety programs
 - Assist in developing Standard Operating Procedures (SOPs)
 - Support preventative maintenance activities for equipment
 - Collect and organize bacteriological, THM, HAA, and environmental samples
 - Perform other related duties as assigned
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Compensation and Schedule

- **Hourly Rate:** \$21.00 per hour
 - **Hours of Work:** Monday to Friday, 7:00 a.m. – 3:30 p.m.
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Application Process

Qualified candidates are invited to submit a detailed resume, including references, no later than **10:00 a.m., Friday, April 10, 2026**, to:

Cartier Regional Water Co-op Inc.

Attn: Danielle Vaillant, Manager

6000 Portage Avenue

Headingley, MB R4H 1E8

Phone: (204) 832-2555

Email: admin@crwc.ca

Website: crwc.ca

We thank all applicants for their interest; however, only those selected for an interview will be contacted.
