



TOWN OF GILLAM
EMPLOYMENT OPPORTUNITY
Water & Wastewater Manager
External Circular No. 2026-04

The Town of Gillam invites applications for one (1) **FULL-TIME WATER & WASTEWATER MANAGER** overseeing the Water & Wastewater Department.

Duties and Responsibilities include:

- Directing operations of the crew and monitoring plant performance and equipment.
- Implementing best operational practices within the operations team.
- Performing operator duties and recording quality operational records.
- Making decisions regarding plant isolations, plant operations, and performance to meet or exceed conditions of the Regulatory Requirements.
- Performing field tests for troubleshooting and implementing process improvements.
- Reviewing computerized operating and laboratory data.
- Working with the Maintenance team to ensure that the facilities are maintained properly.
- Coordinating and executing infrastructure repairs (waterline breaks, frozen waterlines, sewage backups etc.)
- Ensuring working procedures are performed in compliance with safety standards, ISO 9001 and ISO 14001 standards.
- Be available to support operators as required after hours.
- Other duties as required.

Must have demonstrated knowledge of:

- Operational characteristics, services, and activities of a comprehensive municipal water system
- Operational characteristics, services, and activities of a comprehensive municipal wastewater system
- Principles and practices of water system development, operations, and maintenance
- Principles and practices of organizational analysis and management
- Budgeting procedures and techniques
- Pertinent federal and provincial regulations
- Knowledge and understanding of the occupational hazards, safety precautions, regulations and procedures that are applicable to the area of work
- Ability to maintain records in written and computer-based format

Desired Education Skills and Abilities:

- Grade 12 education - with courses in Chemistry, Math, Physics, Biology & Electrical Theory being an asset
- Possess a Level III or higher Water Treatment Operator License within the Province of Manitoba (or equivalent certification from other provinces)
- Possess a Level II or higher Wastewater Treatment Operator License within the Province of Manitoba (or equivalent certification from other provinces)
- Possess or willing to obtain Class I Water Distribution license
- Possess or willing to obtain Class I Wastewater Collection license

Skills:

- Strong analytical, problem solving, and organizational skills
- Effective interpersonal and public relations skills
- Decision making with a proactive approach
- Time management
- Computer skills
- Facilitation and planning
- Leadership skills to empower others

Abilities:

- Work with little supervision
- Display tact and discretion
- Maintain effective working relationships
- Demonstrated competence in safe work practices
- Physically capable of performing all the laboring aspects or other duties associated with position
- Ability to adapt to changing priorities

Working Conditions:

- Indoor and outdoor – broad range of weather conditions and temperatures

Wages and Benefits:

The Town of Gillam offers excellent wages and a comprehensive benefits package including:

- Housing and utilities
- Extended health and dental benefits
- Matching pension plan
- Overtime at 2X hourly rate of pay after 40 hours/week
- Northern living allowance
- Northern travel allowance
- Medical travel allowance

APPLICATIONS AND INQUIRIES TO BE DIRECTED TO:

Jesse Taylor, Director of Operations

Email: jtaylor@townofgillam.com

Phone: 431-258-3953

Application Deadline: June 19, 2026 at 4:00 p.m.