

Wastewater Treatment Operator-In-Training

Department: Wastewater Services, Water and Waste Department

Designated Work Location: 2230 Main Street (N.E.W.P.C.C.) On site

Position Type: One Permanent and Up to 3 Permanent on a Temporary Basis Positions, Full-time

Hours of Work: 7:30 am to 4:00 pm, or as assigned/required

Salary: \$2,109.58 bi-weekly as per the Wastewater Treatment Operator In Training classification within the C.U.P.E Collective Agreement

Employee Group: C.U.P.E.

Posting No: 127290

Closing Date: August 31, 2026

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful](#), [diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

The City is committed to attracting and retaining a diverse, skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

For the purpose of this recruitment, Equity may be a factor in selection. Consideration will be given to Women, Racialized Peoples, Persons with Disabilities, and Newcomers.

In accordance with the applicable collective agreement(s), recruitment and promotion provisions will be considered prior to applying equity strategies. Where permitted, consideration will be given to qualified applicants who self-identify as members of the equity group(s) listed above.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

This is an entry level position that is responsible for operating and maintaining equipment that treats wastewater for safe return to the Red and Assiniboine Rivers in Winnipeg. Proper treatment of wastewater allows the City of Winnipeg to meet applicable environmental license requirements and achieves the mandate of the Wastewater Services Division. Staff at this

level assists in performing the work of the division and to receive skills training in preparation for assuming the higher levels of responsibility. Employees advance from the Operator in Training to Level 1A and 1B, Level 2A and 2B, Level 3A and 3B, and Level 4. Each level requires increasing skill, education and experience, and assumes increasing scopes of responsibility.

As the *Wastewater Treatment Operator-in-Training*, you will:

1. Assist operating staff in the routine operation of the wastewater treatment facilities.
2. Perform routine plant functions, such as grit and screenings removal and the upkeep of associated equipment.
3. Clean, in a safe manner, the following: digester tanks, grit tanks, sedimentation tanks, aeration tanks, final settling tanks, boilers and other tanks for inspection by others.
4. Perform general housekeeping duties including the cleaning of buildings and equipment, painting of pipes and equipment.
5. Unplug and clean any pump, pipeline, heat exchanger, etc., as required.
6. Perform preventative and corrective maintenance duties on mechanical, electrical and instrumentation equipment, both independently and in conjunction with maintenance staff, as required.
7. Collect effluent samples, conduct tests, perform calculations, keep records, log information and prepare operational reports, as required.
8. Maintain and retrieve operating plant data using operating information systems.
9. Employees must successfully complete skill training and certification requirements within the required timeframes in order to maintain employment and progress.
10. Comply with all safety regulations and follows safe work practices.
11. Perform other related duties consistent with the classification, as assigned.

Your education and qualifications include:

1. Minimum Grade 12 graduation, G.E.D Certificate or equivalent training/experience.
2. Minimum of two (2) years' post-secondary education in a water or wastewater works operations, engineering, science, or a related field. [Note: Post-secondary education must meet the required Continuing Education Unit (CEU) equivalency under the Water and Wastewater Facility Operators Regulation 77/2003.]
3. Immediate application for "Operator-in-Training" Class Certificate for a Class 4 Facility under the Environment Act within the first 30 days of employment.
4. Successful completion of the Sacramento State College Field Study training program for operation of Wastewater Treatment Plants Levels 1 and 2 within 18 months of the appointment.
5. Must obtain Manitoba Class 1 Wastewater System Operator Certification within 18 months of the appointment.
6. Demonstrated ability to establish and maintain positive working relationships with employees at all levels of the organization, external contacts and the public, in accordance with the Respectful Workplace Standard.
7. Demonstrated ability to communicate effectively, both verbally and in writing.
8. Demonstrated ability to operate various hand and power tools.
9. Knowledge of mechanical, electrical and instrumentation equipment.

10. Ability to work with minimum supervision.
11. Must have, or be able to acquire within 12 months of employment, First Aider Level 1 Certification.
12. Knowledge and understanding of the occupational hazards, safety precautions, regulations and procedures that are applicable to the area of work.
13. Must be willing to perform shift and/or standby duty on weekends and evenings on a rotation basis.

***IMPORTANT:** Applicants who have been educated outside of Canada must have education which is comparable to the minimum qualification in Canada. Applicants submitting foreign credentials require an official academic assessment report issued by a recognized [Canadian assessment service](https://canalliance.org/en/) <https://canalliance.org/en/> at application.

Conditions of employment:

1. The successful applicant must maintain legal eligibility to work in Canada. If the successful applicant possesses a work permit, it is their responsibility to ensure the permit remains valid.
2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense.
3. Must possess and maintain a valid Class 5 Manitoba Driver's License. The successful applicant will be required to provide a Notice of Driver's License In Force document upon request.
4. Must be physically capable of performing all the duties of this position, which may include, but are not limited to: working outdoors in potentially extreme weather conditions, ability to lift between 25 to 50 lbs., and the ability to perform work in confined space environments (SCBA).
5. Must successfully pass a respirator mask fit test (requires employee to be clean shaven at work) and complete confined space training.

APPLY ONLINE, including all documentation listed below:

1. Current resume (**Required**).
2. Documentation of completion of Grade 12 graduation or G.E.D. and copies of transcripts for post-secondary courses (**Required**).
3. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact [311](#).

Position Reports To: Wastewater Treatment Supervisor

1. If and when the temporary positions become permanent, the successful applicant to this bulletin will automatically receive this position and a further bulletin will not be necessary.
2. The qualifications for this classification are in accordance with the certification requirements as outlined in the Water and Wastewater Facility Operators Regulations under the Environment Act.

3. The successful candidate will be required to undergo a medical assessment at the Occupational Health Branch if not previously completed.
4. This is a training position in which the employee is required to become familiar with the operation of all components of the City's wastewater treatment plants.
5. Training will be provided by the Department in accordance with the skills requirements of the Wastewater Treatment Operator classification series. Willingness to apply for training in the performance of the responsibilities of the Wastewater Treatment Operator classification series must be demonstrated and application for training approved by the Department.
6. Employees advance through various Levels (Level OIT/1, 2, 3, and 4) that require increasing skill, education and experience, and that assume increasing scope of responsibility. Staff at this level is required to assist in performing the work of the division and to receive skills training in preparation for assuming the higher levels of responsibility.
7. The successful applicant will be required to work in confined areas and hazardous locations where the wearing of self-contained breathing equipment is necessary due to lack of oxygen and/or presence of harmful gases.
8. Wastewater Treatment Plants are facilities that during the course of a normal working day may subject an employee to noxious odors, gas, dust, and occasional exposure to adverse weather.
9. The successful applicant will be required to complete job specific training required for this position as directed.

Only candidates selected for interviews will be contacted.