



# AOPFN EMPLOYMENT OPPORTUNITY

## Operator in Charge (OIC)

**Department: Public Works - Water Treatment Plant**

**Supervisor: Public Works Manager**

**\$59,841.60 - \$66,053.93 annually**

**1 yr Fixed Term - Possibility of Permanency - 35 hrs/ week**

**Deadline to Apply: Friday, May 1<sup>st</sup>, 2026 at 4:00PM**

The Operator-In-Charge (OIC) is responsible for the safe, compliant, and efficient daily operation of the water treatment plant. The OIC monitors treatment systems, manages SCADA operations, adjusts chemical levels, and performs maintenance to ensure water quality meets regulatory standards.

As the highest-certified operator, the OIC provides direction to staff, ensures regulatory compliance, serves as the primary contact for environmental agencies, and leads response efforts during operational issues or emergencies to support the reliable delivery of safe drinking water.

### **DUTIES AND RESPONSIBILITIES:**

#### **1. Service Delivery**

- Operate computerized control systems (SCADA) to regulate water filtration, treatment, and distribution.
- Collect and test water samples for bacterial, chemical, and physical quality, adjusting treatment processes accordingly.
- Measure, mix, and feed treatment chemicals such as chlorine, fluoride, and ammonia.
- Perform and support service delivery activities, including maintenance, operation, and repairs related to watermains and hydrants.
- Respond to and manage emergency situations or equipment malfunctions.

**For full Job Description please email [hr@pikwakanagan.ca](mailto:hr@pikwakanagan.ca)**

### **REQUIREMENTS:**

- **Certification:** Valid, advanced-level water treatment operator certification (e.g., Level I or II) in compliance with local regulatory requirements (e.g., OWWCO certification in Ontario).
- **Education:** High school diploma required; post-secondary education in environmental science, engineering technology, or a related field is considered an asset.
- **Skills:** Strong knowledge of water treatment processes, SCADA systems, chemistry, and troubleshooting.
- **Physical Ability:** Ability to lift heavy objects (often 50+ lbs) and work in challenging, noisy, or outdoor environments.
- **Communication:** Effective written and verbal communication for reporting and dealing with public inquiries.

## How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

### Submit to:

Human Resources Department  
Algonquins of Pikwakanagan First Nation  
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

### Subject Line: Operator in Charge (OIC)

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

**Application Procedure:** Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

**Screening Procedure:** Applicant must not be a member of the supervisor's immediate family. The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

**Interviews:** Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

## What Algonquins of Pikwakanagan First Nation Offers:

- Pension Plan
  - (Permanent EE only)
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
  - (Conditions Apply)
- 14 Provincial and Federal Statutory Holidays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards
- Half days on Fridays prior to holiday Mondays
  - (Conditions Apply)

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.