

METRO VANCOUVER

Position Description: UTILITY SYSTEMS SENIOR CONTROLLER (G443)

FEB 2014

Purpose: Supervises, coordinates, and directs Utility Systems Controllers; provides leadership and skilled technical expertise to ensure the continuous safe and efficient remote operations of the Water Transmission and Wastewater Collection Systems.

Duties: *(The duties described hereunder are intended to be representative of the position and are not to be considered all inclusive.)*

Provides planning, coordination, scheduling, and direction to Utility Systems Controllers (USC) as required by the supervisor.

Assists in developing the daily Utility Systems Operating Plan (USOP) for performance and supply criteria within the water transmission and wastewater collection systems for the USC. Assists in executing the daily USOP to maintain performance criteria.

Detects divergence from the daily Utility Systems Operating Plans and develops new plans and executes those plans as necessary to maintain performance criteria. Provides feedback, identifies opportunities for improvement, and works with others to resolve problems with the daily USOP.

Assists in providing final clearance in the Maintenance/Construction Schedule. Reviews isolation/lock out procedures, supply constraints, or other conflicting schedules. Assists with applying procedures and coordinating work as required.

Responds to queries and liaises with a broad range of internal and external contacts including Metro Vancouver staff, municipal representatives, contractors, consultants, Provincial and Federal agencies, and the public as necessary.

Assists and coordinates work for the commissioning or decommissioning of facilities and equipment.

Develops and reviews documentation for operations, safety, and maintenance procedures.

Assists in coordination of Emergency Responses such as SCADA failures, water main breaks, equipment malfunctions, and power failures. Dispatches staff as required. Generates incident reports as required.

Monitors and analyzes trends, alarms and events in the water supply, treatment and wastewater collection systems; prepares reports.

Generates prioritized work request and/or SCADA Online Support (SOS) requests for immediate resolution when field equipment and/or SCADA malfunctions are reported. Liaises with asset owners and planners for corrective action.

Assists in the training of new Utility Systems Controllers and monitors to see if training objectives are being met; Identifies and coordinates any additional training that may be required; Encourages and supports staff to pursue additional related training as required.

Maintains logs, files and similar records related to the work.

Dispatches staff as required.

Duties: cont'd

Works in compliance with all Metro Vancouver policies, safety management system standards, procedures and WorkSafeBC regulations.

May act in the capacity of supervisor when required

Performs related work as required.

Requirements:

Graduation from a two year Water Technology education program or related discipline (i.e. Water Resources, Wastewater technology, environmental sciences, environmental or chemical technology).

British Columbia EOCP Level II Water Distribution or Water Treatment Operator Certification, or equivalent Provincial certification. If there are no fully qualified applicants, applicants with lesser certification may be considered. The highest EOCP Water Distribution/Water Treatment Certificate achieved shall be maintained in good standing and a copy of the Certificate shall be filed in the employee file in Human Resources as proof of eligibility.

Progressive experience and responsibility in operating in a British Columbia EOCP Class II water distribution or water treatment system/facility with five (5) or more years experience in remote transmission operations; preferably within the Metro Vancouver transmission system.

Extensive knowledge of the Metro Vancouver water supply and wastewater collection systems.

Demonstrated leadership skills and the ability to effectively direct, coordinate, and supervise the work of others; demonstrated ability to establish and maintain effective working relationships.

Demonstrated ability to effectively communicate verbally, and in writing; ability to respond calmly and efficiently in an emergency situation.

Demonstrated initiative, including an affinity to learn new systems and processes.

Proven ability to work independently without direct supervision.

Demonstrated ability to overcome obstacles and apply innovative thinking to complex problems.

Experience operating control systems (SCADA/CDACS) in similar environments is desirable.

Ability to use a variety of software applications including process control, data acquisition, reporting and record keeping, word processing, spreadsheet applications, and email; knowledge of a Computerized Management Maintenance System.

Ability to perform multiple tasks, establish priorities, and complete multiple projects within a defined timeline.

Demonstrated ability and experience in analytical and problem solving skills.

Ability to give clear direction and advice to operations and maintenance staff.

Ability to be available for standby duties.