



JOB DESCRIPTION

CLASSIFICATION: EU TECHNOLOGIST II (COMPLIANCE)
JOB TITLE: EU TECHNOLOGIST II (COMPLIANCE)
REFERENCE NO: 100117
DIVISION: DEVELOPMENT AND INFRASTRUCTURE
DEPARTMENT: ENVIRONMENTAL UTILITIES

APPROVAL DATES: BY: *David Nelson* DATE: 23 Aug 2010
COMMISSIONER OF DEVELOPMENT AND INFRASTRUCTURE
BY: *David A. Kennedy* DATE: August 13, 2010
GENERAL MANAGER OF HUMAN RESOURCES

GENERAL DESCRIPTION:

This is a junior position that provides support to the Field Operations and Engineering teams relating to various components of development engineering and municipal water distribution and wastewater collection projects. This position is considered a specialist, fully proficient in the required engineering principles. Position typically adheres to established procedures and involves a choice of methods to complete a task.

ORGANIZATIONAL RELATIONSHIPS:

- Reports to and works with general direction from Superintendent – Field Maintenance.
- May provide supervision of Compliance Technologist 1 and/or temporary staff in the absence of senior members of the team.
- Includes internal relationships with other department and City employees.

PRIMARY FUNCTIONS/ACCOUNTABILITIES:

- Reviews infrastructure plans for compliance to standards.
- Inspects construction projects for compliance to standards.
- Communicates on requirements and results of reviews and inspections.
- Coordinates, oversees and reports on construction acceptance inspection activities.
- Assists, conducts research, and develops plans, schedules, implements, records and reports on infrastructure operations programs, standards and procedures.
- Prepares written and verbal reports.
- Maintains records and databases.
- Responds to public inquiries.
- Trains others as assigned.
- Performs other duties as required.

REQUIRED COMPETENCIES:

- Ability to make arithmetical and field calculations as required.
- Knowledge of applicable Environmental and Occupational Health and Safety Regulations.
- Knowledge of technical and engineering principles and practices related to the work assigned.

- Knowledge of applicable terminology and techniques related to the work assigned.
- Knowledge of Alberta Environment Protection regulations and Standards and City Policies.
- Ability to operate precision equipment and instruments and to adhere to approved practices related to work assignments.
- Ability to read and interpret plans, specifications, diagrams, charts and technical reports related to the work assigned.
- Knowledge of current practices, materials equipment and methods used in the installation, operation, maintenance and repair of municipal/environmental infrastructure.
- Knowledge of *Alberta Environmental Protection Act*, regulations and approval documents.
- Proficiency in personal computer systems and applications.
- Knowledge of municipal civil engineering principles, practices and procedures.
- Ability to effectively train and direct others.
- Ability to plan and prepare tasks as lead hand and to work independently.
- Ability to understand and execute oral and written instructions.
- Ability to perform heavy physical work.
- Ability to work outdoors under extreme weather conditions for extended periods of time.

REQUIRED QUALIFICATIONS:

- Engineering Technology Diploma from a recognized post-secondary institution in a relevant discipline; (Civil, Drafting, Water Resource, Environmental).
- Certification in Alberta Environment Water Distribution Level 2 and Alberta Environment Wastewater Collection Level 2.
- Two (2) years of directly related experience in field surveying and water and wastewater engineering for operations or projects or two (2) years of related experience as Compliance Technologist I.
- Membership (or eligibility) Alberta Society of Engineering Technologists – C.E.T.
- Valid Class 5 Alberta Driver's License with an acceptable driving record and ability to obtain a City Driving Permit.
- Possession of a valid Standard First Aid certificate and Defensive Driving Course or ability to obtain.
- An equivalent combination of management approved training and education may be considered.

SALARY RANGE:

- As per the Collective Agreement for CUPE Local 46 (Inside and Outside Workers).