Posting #2026-31
Issued: November 5, 2026
Internal & External

EMPLOYMENT OPPORTUNITY – CORPORATION OF THE TOWN OF HANOVER
POSTING #2026-31 WATER / WASTEWATER TREATMENT OPERATOR

The Town of Hanover is seeking a motivated, service-oriented Water/Wastewater Treatment Operator to join our team in ensuring the safe and efficient operation and maintenance of the Town's water and wastewater treatment facilities and systems.

Position Responsibilities

Reporting to the Chief Operator – Water/Wastewater Treatment, duties include completing routine inspections, testing, and sampling to monitor water quality and system performance in accordance with regulatory standards. Water/Wastewater Treatment Operators perform maintenance and minor repairs, monitor and maintain inventory of equipment and lab supplies, troubleshoot operational issues, and respond promptly to alarms or emergencies. They work collaboratively with team members and strive to provide safe, reliable, and high-quality service to the public.

Depending on qualifications and experience, Water/Wastewater Treatment Operators may support specialized compliance duties related to the DWQMS, MECP, and other regulatory or internal requirements, or may be designated as Lead Operators for our plants.

A comprehensive position description detailing the role, responsibilities and functions is enclosed.

This posting is intended to fill an upcoming full-time, permanent position vacancy.

Knowledge, Skills, Experience & Certifications

- Minimum Wastewater Treatment Facility Class 1 and Water Treatment Facility Class 1 license or higher is preferred
- Minimum two (2) years of related and demonstrated experience at water and wastewater treatment plants and related facilities
- Experience monitoring SCADA systems, interpreting operational data, and making required system adjustments is an asset
- Experience with compliance programs related to both drinking water and wastewater systems, including DWQMS and MECP regulatory reporting is an asset
- Working knowledge of water and wastewater treatment processes, equipment, testing, and system operations
- Strong mechanical aptitude with ability to perform basic maintenance and troubleshooting of pumps, valves, meters, and related equipment
- Commitment to maintaining up-to-date knowledge and training related to all areas of responsibility
- Organizational skills and attention to detail with ability to accurately complete duties and maintain accurate operational and regulatory documentation
- Sound judgement and decision-making in responding to alarms, equipment malfunctions, or emergency situations

EMPLOYMENT OPPORTUNITY – CORPORATION OF THE TOWN OF HANOVER
POSTING #2026-31 WATER / WASTEWATER TREATMENT OPERATOR

- Ability to work collaboratively within a team environment and contribute to a positive safety culture.
- Demonstrated initiative with ability to follow instructions and standard operating procedures with minimal supervision
- Computer proficiency and knowledge of database applications.
- Excellent customer service, interpersonal, and verbal and written communication skills.
- Must be willing and able to participate in an on-call rotation
- Must be physically capable of carrying out the bona fide occupational responsibilities of the role in varying indoor and outdoor conditions.
- Valid Class G or higher driver's license required, with driver abstract and CVOR satisfactory to the Town
- Vulnerable Sector Check satisfactory to the Town

Compensation and Benefits
The Town of Hanover offers a comprehensive compensation, pension, benefits and wellness package.

Present wage range is $20.27 to $37.37 per hour, dependent upon certification level(s) of the incumbent in accordance with the CUPE Local 255.09 Collective Agreement. Increases are anticipated for 2027.

Application Instructions
Qualified applicants are invited to submit a cover letter and resume quoting Posting #2026-31 by email, mail, or in person by 4:00pm on Monday, November 23, 2026 to:

Town of Hanover
341 10th Street, Hanover ON N4N 1P5
t 519.364.2780 | f 519.364.6456
hr@hanover.ca

The Town of Hanover is an equal opportunity employer that values diversity. Accommodations are available throughout the recruitment process. Applicants must self-identify and make their accessibility needs known in advance. We thank all applicants for their interest; however, only those individuals selected for an interview will be contacted. Artificial Intelligence (AI) is not used to screen applications. Information is collected solely for the purpose of job selection under the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

Job Description
Prepared: January 2018
Revised: October 2025
Reviewed By: Director, Development & Infrastructure

Position Title:	Water/Wastewater Treatment Operator
Department:	Development & Infrastructure - Public Works
Reports To:	Chief Operator - Water/Wastewater Treatment
Supervises:	Directly: None
	Indirectly: None
Position Status:	Full-time, Union
Location:	Wastewater Treatment Plant, 718 7th Ave. Hanover Water Treatment Plant, 36 Airport Rd. Walkerton
Pay Method:	Salary based on established hourly rate
Normal Work Week:	40 hours per week
Management Status:	Non-management
Remote Work Eligibility:	Not eligible (except as approved for remote call-in response)

Position Summary

The Water/Wastewater Treatment Operator is responsible to participate in the operations, repair and maintenance of the Town of Hanover's Wastewater Treatment Plant, Water Treatment Plant, and related facilities.

Duties and Responsibilities

Operations

a) Carries out work assignments using a variety of vehicles, light equipment, hand and power tools, such as trucks, grounds maintenance equipment – pumps, generators, snow blowers, meters, metering devices, controllers, valves, etc.

b) Responds to emergencies as required and participates in the on-call rotation.

c) Conducts inspections, repair and maintenance of the water and wastewater systems to ensure the systems are operating at the desired level of quality.

d) Performs mechanical and electrical repairs to equipment.

e) Completes daily inspection reports and records relative to equipment used.

f) Undertakes minor repairs and maintenance of equipment.

g) Monitors and maintains a sufficient level of inventory of equipment, water meters, and lab supplies; ensures items are organized, properly maintained and procured in a timely manner with written notification to the Chief Operator when replenishment is required.

h) Responds to inquiries and complaints from the public.

Spending, Budgets, & Internal Control

a) Ensures packing slips and receipts are documented to the proper facility and forwarded to the Chief Operator.

Health & Safety

a) Conducts all functions and responsibilities in accordance with Occupational Health & Safety Act (OHSA) requirements as they apply to employees. Implements and abides by all legislative provisions and municipal policies, procedures and guidelines to promote a safe and compliant work environment.

Other

a) Performs all other duties and responsibilities as assigned.

Education, Skills and Experience

Education/Training/Certifications/Licences:

- Minimum Wastewater Treatment Facility Class 1 and Water Treatment Facility Class 1 license as per the respective Ontario Water Resources Act and Safe Drinking Water Act.
- Maintains current training and knowledge with regard to relevant legislation, confined space, gas chlorination, water filtration and bio solids management.
- Maintains valid Ontario ‘G’ class license in good standing, First Aid, WHMIS training, and other applicable Health and Safety training as per Town policy.

Experience:

- Minimum two (2) years of related and demonstrated experience at water and wastewater treatment plants and related facilities
- Experience monitoring SCADA systems, interpreting operational data, and making required system adjustments is an asset
- Experience with compliance programs related to both drinking water and wastewater systems, including DWQMS and MECP regulatory reporting, is an asset

Skills and Abilities:

- Working knowledge of water and wastewater treatment processes, equipment, testing, and system operations
- Strong mechanical aptitude with ability to perform basic maintenance and troubleshooting of pumps, valves, meters, and related equipment
- Organizational skills and attention to detail with ability to accurately complete duties and maintain accurate operational and regulatory documentation
- Sound judgement and decision-making in responding to alarms, equipment malfunctions, or emergency situations
- Ability to work collaboratively within a team environment and contribute to a positive safety culture.
- Demonstrated initiative with ability to follow instructions and standard operating procedures with minimal supervision
- Computer proficiency and knowledge of database applications.
- Excellent customer service, interpersonal, and verbal and written communication skills.
- Must be willing and able to participate in an on-call rotation
- Must be physically capable of carrying out the bona fide occupational responsibilities of the role in varying indoor and outdoor conditions.

Physical Demands and Working Conditions

- Exposure to physical hazards and related stress, including inclement weather, noise, etc.

- Requires moderate physical exertion such as climbing, occasional lifting, standing, bending, extensive walking over rough terrain or working from ladders or in confined spaces for limited periods of time.

- Work is subject to unusual and unscheduled hours; participation in an on-call rotation and overtime is required.

- Working environment contains high risks with exposure to potentially dangerous situations, which require planned safety precautions. The probability of injury, accidents, or work related illness is low.

- Working in confined spaces.

- Working with hazardous chemicals for various stages of treatment.

- Working in various noisy areas with extreme temperatures.

- May be subject to inclement weather and exposure to sewage during maintenance and construction activities.

Contacts

Internal:	Chief Operator - Water/Wastewater Treatment (daily) Water/Wastewater Treatment Staff (daily) Public Works Staff (weekly) Administration Staff (weekly) Other staff members
External:	General Public (daily) Contractors (occasionally)
Public Relations:	None

Review

Department Head:		**Date:**
Human Resources:		**Date:**

Approval

CAO:		**Date:**