



Village of Carmacks  
P.O. Box 113  
Carmacks, YT Y0B 1C0

## **Employment Opportunity Municipal Systems Operator**

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The Village of Carmacks is seeking applications for a Municipal Systems Operator. The Municipal Systems Operator, under the direction of the Public Works General Manager, is responsible for performing efficient and effective building and general maintenance on municipal facilities and maintaining municipal collection and treatment systems. The position will be a permanent full-time position averaging 40 hours per week or a part-time permanent position averaging 25 hours per week.

**Qualifications** – The ideal candidate will possess the following and/or be willing and able to obtain:

- Valid Class 5 and Class 4 licenses, and ability to obtain Class 3.
- Broad knowledge of municipal road, building and equipment maintenance methods and techniques.
- Knowledge of water systems and water handling/delivery regulations; Knowledge of waste collection systems.
- Basic knowledge of rough carpentry, plumbing, electrical, painting and mechanics.
- Knowledge of applicable Village bylaws and policies.
- Knowledge of how various pieces of machinery and tools operate in a safe manner with regard to preservation of village assets including but not limited to, Kubota loader, trucks, saws, pumps, sanders, generators, shovels, wrenches, detection devices, mobile radio, etc.;
- Knowledge of the Yukon Workers Health and Safety Regulations
- Ability to be tactful, courteous, and diplomatic in dealing with suppliers, contractors, and residents.
- Ability to work in extreme temperatures. (mostly cold) and the ability to perform heavy manual tasks for extended periods of time.
- Ability to communicate orally and in writing and the ability to think analytically to determine causes for failure and possible solutions to problems.
- Breadth of knowledge and skills usually acquired through directly related work experience and training in equipment operation, facilities, road, or municipal services maintenance.
- Possession of, or ability to obtain, the following certificates and courses as well as any other required:
  - WHMIS



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- Certification in Treatment Facility – Level II Plant and Level II Collection Operator
- Certification in Environmental Protection—Landfill Operator
- Certification in Standard First Aid and CPR
- Certification in Pesticide Application
- Basic Small Water Systems Operation

**Interpersonal Skills:**

- Ability to work effectively as part of a team.
- Ability to provide guidance, advice and direction.
- Excellent oral and written communication skills
- Ability to maintain and communicate the importance of strict confidentiality.

**Compensation:**

- The salary for this position is commensurate with qualifications & experience.
- The wage range for this position is listed as follows: Level 1 Step 1 (\$23.82/HR) to Level 4 Step 5 (\$36.58/HR)

**Licenses, Certificates and Courses will be considered**

Interested applicants are invited to submit by **4pm, January 19th, 2024** their resume and cover letter electronically to the undersigned marked “Personal & Confidential”

The Village of Carmacks thanks all applicants for their interest, only applicants successfully screened in for interviews will be contacted.

A detailed job description is available upon request.

Send resumes via Email with “Municipal Systems Operator” in the subject line to:  
[CAO@carmacks.ca](mailto:CAO@carmacks.ca)