TOWN OF BATTLEFORD

EMPLOYMENT OPPORTUNITY

Internal/External Posting

Utility Maintenance Personnel

Position: Maintenance Personnel **Reports To:** Director of Works – Aubrey Whittleton

Location: 392 25th Street West, Battleford, Saskatchewan

Hours of Work: Monday to Friday, 7:30 am to 12:00 pm and 1:00 pm to 4:30 pm

Posting Date: 2026-February-17 **Closing Date:** 2026-March-03 at 4:30 PM

Position Overview

The Town of Battleford is accepting applications for the position of Utilities Maintenance Personnel. The successful candidate will assist in the maintenance and operation of the Town's water and sewer infrastructure and related facilities. This position plays a key role in ensuring all maintenance activities are completed efficiently, effectively, and safely, while maintaining high standards of workmanship and operational quality.

The position is open to all qualified applicants and is covered by the Canadian Union of Public Employees (CUPE) Local 3003 Collective Agreement.

Duties and Responsibilities

- Clean and prepare worksites prior to beginning tasks.
- Maintain a clean, organized, and professional work area at all times, ensuring that necessary tools and equipment are readily available.
- Follow established safety procedures and consistently use required personal protective equipment.
- Notify manager when materials need to be ordered or replenished.
- Assist senior staff with the operation and maintenance of departmental facilities, including but not limited to the booster station, water plant, reservoirs, wells, bulk water systems, sewer lift stations, and lagoons.
- Perform daily operations and routine maintenance on departmental equipment, including trucks, jetters, safety gear, portable and non-portable units, small tools, and power equipment.
- Support job-site administrative tasks such as completing timesheets and maintaining required daily logs.
- Keep the work area clean and free of dirt and debris throughout the day and upon completion of tasks.
- Perform additional duties as assigned by the Utilities Manager or designate.

Qualifications and Requirements:

- Grade 12 diploma or equivalent.
- Possession of a valid Saskatchewan Class 5 driver's license or higher.
- Ability to:
  - Adapt to changing situations and accept constructive feedback.
  - Communicate effectively both verbally and in writing.
  - Read and interpret maps, field drawings, and plans.
- Willingness and ability to:
  - Perform duties related to sewage systems.
  - Train and orient new or existing staff as required.
  - Accept and carry out responsibilities as assigned.
  - Work safely in confined spaces.
  - Learn new skills and progress within the organization.
  - Capability to lift heavy objects and remain on foot for extended periods.
  - Current certifications in WHMIS, First Aid & CPR, Confined Space, and H2S.

Salary and Benefits:

- Hourly wage of $25.73 in accordance with the current CUPE Agreement.
- Comprehensive benefits package including health, dental, and pension (MEPP).
- Paid vacation, sick leave, and statutory holidays.
- Stable, community-focused municipal employment with opportunities for advancement.

How to Apply

Submit your resume and cover letter to:
Town of Battleford – Aubrey Whittleton
aubrey@battleford.ca | Water Treatment Plant, 392 25th Street West, Battleford, Saskatchewan

Please reference "Utility Maintenance Personnel" in your application.

The Town of Battleford is committed to employment equity and encourages all qualified individuals to apply.
Please Note: Priority will be given to internal applicants.