TOWN OF BATTLEFORD

EMPLOYMENT OPPORTUNITY

Internal/External Posting

Utility Maintenance Personnel

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

Location: 412 26th 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-November-16 **Closing Date:** 2026-November-30 at 4:30 pm

Position Overview

The Town of Battleford is seeking a dependable and motivated individual to join our Utilities Department as Utilities Maintenance Personnel.

This position assists with the operation, maintenance, and repair of the Town's water and sewer infrastructure, facilities, equipment, and systems. Duties may include working at water treatment plants, booster stations, reservoirs, wells, bulk water stations, sewer lifts and sewage lagoons, as well as operating and maintaining municipal equipment.

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 education or equivalent.
- Valid Saskatchewan Class 5 Driver's Licence or better.
- Practical experience in utility operations and maintenance is an asset.
- Related plumbing, electrical, or mechanical experience is an asset.
- Ability to work independently and as part of a team.
- Strong communication, problem-solving, and organizational skills.
- Physically capable of performing strenuous labour and working in sewage and confined-space environments.
- Commitment to workplace safety and OH&S requirements.
- Willingness to complete required training and certifications.

Required certifications include WHMIS, First Aid & CPR, OH&S Levels I & II, H2S, Ground Disturbance, and Confined Space Levels I & II, to be obtained within the first year if not already held.

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.

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



How to Apply

Submit your resume and cover letter to:
Town of Battleford – Aubrey Whittleton
aubrey@battleford.ca | Public Works Shop, 412 26th 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.