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## **Cross Connection Coordinator Competition No. 03-39/11**

The City of Kamloops has a challenging opportunity available for a Cross Connection Coordinator.

The Cross Connection Coordinator performs skilled work of a complex nature under the limited supervision of the Utilities Supervisor. The incumbent will assume primary responsibility for development and administration of the City of Kamloops Cross Connection Control Program and will perform complex technical inspection and regulatory work, inspecting plumbing installations in relation to cross connection control and backflow prevention and ensure compliance with the City of Kamloops Building By-law and Waterworks By-law and Standards. The incumbent serves as liaison to industrial, commercial, institutional, agricultural and residential customers and other external agencies and is required to exercise considerable tact and diplomacy. Work consists of both inside and outside work in good working conditions although may be exposed to skin irritating chemicals.

### **The successful applicant will have:**

- Completion of Grade 12 or its equivalent
- Completion of a two year water quality, applied technology, engineering or related diploma from a recognized technical institute/college.
- Four years of related experience and/or training in cross connection program management and surveying of buildings for the installation of backflow assemblies.
- Cross Connection Control Facility Survey Specialist/Program Manager certification or ability obtain such within 12 months of start in position.
- BCWWA certified backflow assembly tester, or be able to recertify as a BCWWA certified backflow assembly tester within 90 days from hire date.
- Post secondary courses in intermediate word processing and databases
- BC Driver's Licence - Class 5

The hours of work for this position are 8:00 am – 4:00 pm (winter) 7:00 am – 3:00 pm (summer). This unionized position pays \$30.69 per hour (based on a 40 hour work week), and includes a comprehensive benefits package.

Please send your resume by July 28, 2011 quoting Competition No 03-39/11. to:

Human Resources Department  
City of Kamloops  
105 Seymour Street  
Kamloops BC V2C 2C6  
Fax: 250-372-1351                      Email: [HR@kamloops.ca](mailto:HR@kamloops.ca)

For detailed information on this position and for more information on our community, please refer to our website at [www.kamloops.ca/jobs](http://www.kamloops.ca/jobs).

The City of Kamloops thanks all applicants for their interest in applying for this position; however, only those selected for an interview will be contacted.



*The City of Kamloops is focused on creating the highest levels of service excellence, based on a company culture that celebrates the employees who make it all happen. We offer ongoing training and professional development opportunities, coupled with exceptional benefits, all in the beautiful natural setting of the BC Interior.*



*Kamloops boasts excellent sporting and recreational facilities, with four distinct seasons offering the perfect pursuit for active lifestyles and outdoor enthusiasts, be it on water, land or snow - with plenty of sunshine throughout the year. Enjoy professional theatre and symphony productions as well as art shows and cultural events at a variety of venues. And we're only a three hour drive from the Vancouver area!*

## CITY OF KAMLOOPS

JOB TITLE: Cross Connection Coordinator

PAY GRADE: 13

### NATURE AND SCOPE OF WORK

Performs skilled work of a complex nature under the limited supervision of the Utilities Supervisor. The incumbent will assume primary responsibility for the development and administration of the City of Kamloops Cross Connection Control Program and will perform complex technical inspection and regulatory work, inspect plumbing installations in relation to cross connection control and backflow prevention, and ensure compliance with the City of Kamloops Building By-law/Waterworks By-law and standards. The incumbent serves as liaison to industrial, commercial, institutional, agricultural and residential customers and other external agencies and is required to exercise considerable tact and diplomacy. Work consists of both inside and outside work in good working conditions although he or she may be exposed to skin irritating chemicals. Errors are not easily identified and close care and attention is required to prevent damage to private and public property. Inattention and/or carelessness could lead to severe illness, permanent disability, or even the death of a member of the public.

### ILLUSTRATIVE EXAMPLES OF WORK

- 2.
1. Investigates industrial, commercial, institutional, agricultural, and residential water systems for proper cross connection control protection to ensure that public health is safeguarded through the protection of the City's water supply.
2. Maintains a database of all customers who have backflow assemblies. Reviews and tracks all of the backflow assembly testing, survey reports, inspections, and operations.
3. Evaluates each installed backflow assembly or approved air gap used for water-hauling equipment for appropriateness and proper installation.
4. Administers cross connection control requirements at all premises where plumbing modifications have occurred.
5. Reviews infractions with owners/contractors/installers and discuss the corrections required. Conducts re-inspections and follows-up on outstanding work and/or violations. Testifies in court on any violation of code, by-laws, or related issues as required.
6. Establishes and maintains a facility database record system, accurate inspection records, and prepares concise inspection reports related to the installation and testing of backflow prevention assemblies.
7. Attend or conduct various meetings as needed.
8. Performs other related duties as required.

#### REQUIRED SKILLS, ABILITIES, AND KNOWLEDGE

1. Thorough knowledge of Cross Connection Control Programs and the rules, regulations, by-laws and policies pertaining to them.
2. Thorough knowledge in the testing of backflow assemblies and the ability to correctly read backflow reports to ensure that test results are complete and accurate.
3. Proven ability in analyzing situations and making decisions based on an understanding of a complex set of potential consequences.
4. Well developed organizational, communication (verbal and written), and interpersonal skills.
5. Proven ability in managing multiple tasks, deadlines, and establishing effective working relationships.
6. Working knowledge of AutoCAD/ArcReader.
7. Experience in preparing routine reports and correspondence.

#### PREFERRED TRAINING, KNOWLEDGE, MEMBERSHIPS, ETC.

1. Some experience and/or technical courses in fire sprinkler and irrigation installations would be an asset.

#### REQUIRED LICENCES, CERTIFICATES, ETC.

1. Completion of Grade 12 or its equivalent
2. Completion of a two year water quality, applied technology, engineering, or related diploma from a recognized technical institute/college.
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#### HOURS OF WORK

Normal day shift.