Licensed Millwright, Wastewater

Service Area:	Infrastructure, Development, and Environment
Department:	Environmental Services
Division:	Wastewater Services
Work Location:	Wastewater Services, 530 Wellington Street W
Work Mode:	In Person
Job Type and Duration:	Permanent, Full Time Vacancy
Position Availability:	1 existing vacant position
Salary Range:	$39.62 per hour
Affiliation:	CUPE Local 241
Posting Period:	November 4, 2026 to until vacancy is filled.

Why Join the City of Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

Position overview

Resumes are being accepted for the position of Licensed Millwright, Wastewater in the Wastewater Services Division. Reporting to the Maintenance Supervisor, the successful candidate will use their background to perform repairs and maintenance at the Wastewater Treatment Plant and Sewage Pumping Stations. Guided by the goals and objectives of the City's Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness

and learning, the candidate will aid in the achievement of the Vision for an inclusive, connected and prosperous city.

Key duties and responsibilities

- Performs Preventative/Predictive maintenance and repairs on pumps, valves, electric and pneumatic actuators, motors, gears, hydraulics, mechanical drives, speed reducers and other related equipment.
- Analyze by troubleshooting all types of mechanical and related equipment, making recommendations on a course of action for the repair or replacement of equipment.
- Organize, co-ordinate and work with external contractors while performing maintenance or repairs to equipment, including the inspection of completed work to ensure it conforms to City standards and industry best practices; Ensure all work complies with safety standards and all applicable codes.
- Respond to emergency equipment failures, troubleshoot equipment, diagnose problems, identify needed resources, and make repairs or work with contractors to complete work.
- Provide support services to project implementation and the start-up and commissioning of equipment.
- Responsible for the ongoing development and day to day administration and update of a Computerized Maintenance Management System including the processing of work requests, work orders, and data entry of the same.
- Perform welding, pipe fitting, rigging and operational duties.
- Maintains a good working relationship with all colleagues, customers and contractors through collaboration, communication and application of conflict resolution skills.
- Works in accordance with the Occupational health and Safety Act, all applicable codes, Federal, Provincial and City regulations, policies and procedures as well as regulation of the Ministry of the Environment and monitor compliance with established customer service and regulatory requirements.
- Ensures compliance with Wastewater regulations and requirements including but not limited to Guelph Wastewater ECAs, Ontario Water Resources Act, Canada Fisheries Act and standard operating procedures.
- Liaise with Wastewater Services staff and contractors as appropriate to coordinate and minimize impacts of maintenance activities in terms of process and performance impact.
- Completes and maintains all daily legislative and non-legislative records.
- Maintain daily activity log that pertain to legislative work related to the wastewater.
- Liaison with wastewater treatment operators and assist the operational staff as required to
- ensure reliable and continuous operation of the class 4 wastewater treatment facility and its processes.
- Monitor inventories, develop specifications and initiate the proposal of goods and services required to execute work plans.
- Assist in operational facility maintenance, keeping wastewater sites in good order – including floor sweeping, cleaning equipment and piping, washroom cleaning etc.
- Performs other related duties as assigned.

Qualifications and requirements

- Experience related to the duties listed above, normally acquired through the completion of a Grade 12 Diploma and 4 years' maintenance experience; preferably in water or wastewater environment. Candidates with equivalent combination of education and experience may be considered.

- A valid Industrial Maintenance Millwright Certificate (433A)
- Must be in possession of a Wastewater Treatment OIT Certificate or obtain same within 6 months of hire. The successful completion of the Class I Wastewater Treatment exam with the ability to obtain the Class 1 Wastewater Treatment License within 48 months of the start date.
- A valid Class G drivers licence with a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their license is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Intermediate skills in Microsoft Office (Word and Excel).
- Knowledge of the Occupational Health & Safety Act.
- Excellent written and oral communication skills with the ability to communicate with all levels of staff, stakeholders and the general public.
- Able to understand equipment manufacturers' schematic drawings, interpret design drawings and operating and maintenance manuals.
- Excellent organizational and problem solving skills with the ability to resolve maintenance issues in a timely manner.
- Excellent customer service skills with the ability to work effectively in an empowered team environment.
- Able to perform physical requirements to safely and effectively complete required duties, including heavy manual labour in adverse conditions over long periods of time. (E.g. lifting, bending, kneeling work in confined spaces, working at heights, on scaffolding and in all types of conditions including inclement weather).
- Knowledge of pumps, valves, electric and pneumatic actuators, motors, gears, hydraulics, mechanical drives, speed reducers and other related equipment.
- Knowledge of MECP regulations and the fundamentals of electricity & process control along with the ability to understand and apply pump curve theory knowledge of hydraulics and pneumatics is an asset.
- Computerized Maintenance Management System experience is an asset.
- Experience with digester equipment is an asset.

Hours of work

Any five (5) consecutive (8) hour shifts, Monday to Friday between the hours of 6:00 a.m. to 4:00 p.m. Rotating on call is a requirement of this position.

How to apply

Qualified applicants are invited to apply using our online application system. The posting will remain live until the position is filled. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered.

Please visit the job posting listed on our City of Guelph careers page and click on the "Apply for this job" button. Instructions will follow.

Hiring Process Transparency

The City of Guelph is committed to fair and transparent recruitment practices. Candidates who participate in an interview for this position will be notified of the hiring decision within 45 days of their interview. Notifications will be provided in writing, or through technology.

Commitment to Diversity & Accessibility

The City of Guelph is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive workplace where employees feel welcome, valued and engaged. Our employment policies strictly prohibit all forms of discrimination on any of the grounds in relevant laws. All employment practices are solely based on individual merit, qualifications, and organization's needs at the time. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are committed to working with and providing reasonable accommodation for qualified individuals in our job application procedures. If you need an accommodation in order to participate in the hiring process, you may contact us to make your needs known in advance.

Privacy Notice

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.