

April 23, 2019

WORK EXPERIENCE PROGRAM

All qualified, permanent, Gas Distribution and Gas Transmission employees are encouraged to apply; however, Gas Distribution employees will be given first consideration. To be eligible for a work experience opportunity an individual must have at least one year of service in their present position and meet the minimum requirements of the job. This assignment is intended to provide employees with an opportunity to maximize their transferable skills and learn about different areas of the company.

DISTRIBUTION FOREMAN-FIELD

Responsible for the installation, inspection and servicing of gas utility systems as assigned. Gas utility systems include gas distribution systems under various levels of pressure, gas mains and services, pressure controllers and regulators, and gas meter. Responsible to ensure safety, reliability and efficiency in accordance with company, provincial and municipal codes and procedures. Ensure all work and driving results in a safe condition for the employee, co-workers and the public. This work will be accomplished independently as well as through the direction and coordination of others.

LOCATION:	CALGARY
DIVISION:	CALGARY REGION OPERATIONS
APPROXIMATE DURATION:	APPROXIMATELY 5 MONTHS
RATE:	\$3,616.00 - \$4,320.00 BI-WEEKLY

MINIMUM QUALIFICATIONS:

- Grade 12 Diploma or General Equivalency Diploma (GED).
- Must have successfully completed the Distribution Operator-Field Progression Program.
- Must be able to plan and direct the activities of employees.
- Able to deal effectively with a heavy workload during peak seasons.
- Must have considerable related experience and have demonstrated competencies required to work in all areas related to the upstream gas utility system, including pressure control.
- Must have a comprehensive understanding of company safety policies, procedures and OH&S regulations.
- Must have knowledge of company standards, policies and procedures pertaining to the operation and maintenance, construction and pressure control of the gas distribution system.
- Must be familiar with various regulatory codes governing the natural gas industry.
- Must display good verbal and written communication skills, decision making skills, and strong work ethics, and be able to maintain and promote good working relationships and excellent customer service.
- Must be able to obtain the appropriate company required certificates and successfully complete the required courses.
- Must have a valid Alberta Class '5' driver's license and valid In-House Operator's Certificate and may be required to obtain a higher class or certification as needed.
- Must be familiar with the operation and maintenance of breathing apparatus as required.
- Ability to interpret plans, working drawings and material specification.
- Working knowledge of internal computer systems, and experience with spreadsheet and word processing software would be an asset.
- Must demonstrate mechanical aptitude and dexterity in the use of tools and equipment.
- Working knowledge of contracts and contract administration would be an asset.

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Pipelines & Liquids Global Business Unit
Natural Gas Division

- Experience dealing with confrontational customers would be an asset.
- This position is a Safety-Sensitive position and has additional pre-employment requirements as identified in the Alcohol & Drug Policy 6.2.3 Applicant Testing

For further information please call Jeff Parkin, Supervisor, Field Operations at 403-245-7874.

PLEASE NOTE:

1. The Company shall not incur any relocation or extraordinary expenses as a result of an employee performing a work experience opportunity.
2. An employee will be returned to their original position should the assignment not work out.
3. It should be noted that for operational reasons, it might not be possible for an employee to be released from their current responsibilities.
4. One year must elapse following completion of a work experience assignment before an employee can be awarded another assignment, unless there are no other qualified applicants.

**PLEASE COMPLETE THE WORK EXPERIENCE PROGRAM APPLICATION FORM AVAILABLE VIA THE
P&L GBU INTRANET SITE:**

[Employee Essentials](#) → [HR Resources](#) → [Forms & Policies](#) → [Work Experience Application Form](#)

**CONSIDERATION WILL BE GIVEN TO ALL APPLICATIONS FILED AT THE HUMAN RESOURCES
DEPARTMENT, 8TH FLOOR ATCO CENTRE CALGARY, ATTN: LISA MANOSCA ON OR BEFORE 4:30
P.M., APRIL 29, 2019.**

This position is administered under the ATCO Gas - PLANT Natural Gas Employees Association Collective Agreement, Job Posting Provisions.