

POSITION DESCRIPTION



POSITION DETAILS

Position Title	Senior Water & Wastewater Treatment Operator
Position Number	
Department	Works
Section/ Stream/ Unit	Water & Wastewater
Classification	Level C1 – C4, NBRC Certified Agreement 2018, Queensland Local Government Industry (Stream B) Award – State 2017
Reports To	Senior Water & Wastewater Supervisor

POSITION OBJECTIVES

The purpose of this position is to assist the Senior Water & Wastewater Supervisor lead a small crew to provide effective services in the treatment of water and wastewater for the North Burnett region.

KEY RESPONSIBILITIES

- Assist the Supervisor in maintaining efficient and effective day to day operations of water and wastewater treatment and the construction and/ or maintenance of water infrastructure/ projects as programmed.
- Assist the Supervisor in the planning and organising of work, including the allocation of tasks within the crew to ensure work is completed.
- Provide onsite supervision of the crew and contribute positively to the work undertaken by the crew.
- Monitor quality controls and collect samples and record data within required timeframes.
- Operate complex water reticulated systems/ plants and automated processes and carry out their related repairs and maintenance in line with safe operating procedures and technical specifications.
- Carry out competent chemical use and handling in line with safe operating procedures and technical specifications.
- Safely operate and maintain a variety of commercial plant/ equipment and tools relevant to the work area.
- Maintain work sites, depots, plant and equipment in a clean and safe condition.
- Ensure all tasks and that of the crew are completed in adherence to workplace health and safety, environmental and quality assurance requirements.
- Participate in training and professional development to maintain contemporary Water and Wastewater Treatment knowledge, skills and qualifications.
- Provide 'on the job' training for the crew.
- Participate in an on-call roster in response to emergency work required outside of ordinary work hours.
- Such other relevant duties as required from time to time which would generally fall within the scope of this position.

POSITION REQUIREMENTS

Essential Skills, Knowledge and Experience

- Demonstrated commitment to work as an effective, positive team member in an environment that encourages staff to maintain a self-motivated, proactive approach and which supports both professional and personal development.
- Well-developed interpersonal skills and ability to contribute to a cohesive team environment and maintain positive relationships with internal and external stakeholders.
- Demonstrated numeracy, written and verbal communication skills, and ability to provide technical advice.
- Demonstrated computer skills and the ability to use mobile devices (tablets/ smart phones).
- Ability to work effectively under remote supervision to manage time, plan, organise and prioritise own work and the work of others to achieve defined outcomes.

- Knowledge of, or ability to acquire knowledge of Council's standard work practices, procedures, and policies relevant to the work area and application of same at all times.
- Ability to work in a physically demanding occupation, often in hot and noisy conditions.
- Demonstrated ability to apply Trade or equivalent level experience, adapt and transfer skills and knowledge in the effective operation and maintenance of relevant water and wastewater plant/ infrastructure, equipment and tools.
- Substantial water and wastewater experience gained in a similar position.
- Demonstrated effective people management skills specifically in the areas of dealing with the public, staff supervision, leadership, motivation and team.
- Demonstrated ability to develop sound, professional and responsive working relationships with a range of customers with an emphasis on providing quality customer service.
- An understanding of and commitment to Workplace Health and Safety, environmental responsibility, quality assurance, equal employment opportunities and open communications.

Qualifications, Training and Licences

- Current unrestricted 'C' class drivers licence.
- Possess a Work Safe in the Construction Industry Induction Certificate (White Card).
- Certificate III in Water Industry Operations or equivalent.
- Traffic Management Implementation Program licence.
- Relevant competencies (evidence) for the performance of Work at Heights and Confined Spaces.
- Relevant competencies (evidence) for the use of plant and equipment as applicable to the work area.

Desirable

- Tertiary qualifications or undertaking formal qualifications relevant to the work area, e.g. Certificate IV in Water Industry Operations.
- Multiple plant operator competencies (RII), e.g. skid steer or backhoe.
- High Risk Work Licence LF, DG, WP
- Current unrestricted 'HR' class drivers licence.
- Experience working in Local Government.
- First Aid and CPR qualifications.

WORK HEALTH AND SAFETY

Employees must ensure all work is carried out to meet Work Health and Safety objectives and targets to eliminate risk of injury and illness for themselves and others. Obligations and targets may be met by:

- Complying with the Workplace Health and Safety Act and Regulations;
- Conducting themselves in a manner that ensures their own health and safety and also that of everyone around them;
- Adopting and maintaining safe working practices in accordance with procedures, policy and workplace instructions;
- Using appropriate personal protective clothing and equipment as required and/ or directed;
- Reporting all accidents, injuries, incidents, near misses and damage to plant/ equipment to management as soon as possible;
- Eliminating, reporting or advising a supervisor of potential hazards, hazardous work related conditions and/ or practices; and
- Actively participate in risk assessments of workplace hazards.

RISK MANAGEMENT

Council recognises that risk is an inherent part of all its business activities, programs and projects, services, processes, and decisions and, if not managed correctly and efficiently, could adversely impact on the organisation achieving its strategic goals and objectives.

Accordingly, Council is committed to the identification and management of all risks associated with the performance of Council functions, and the delivery of services, to embed risk management as part of Council's corporate governance framework to protect its employees, the general public, its assets, and the environment.