

# Water & Wastewater Engineer POSITION DESCRIPTION



<b>Position Number:</b>	3178
<b>Department:</b>	Regional Services
<b>Section:</b>	Fitzroy River Water
<b>Unit:</b>	Engineering
<b>Position Status:</b>	Permanent Full Time
<b>Classification:</b>	Level 7 – Rockhampton Regional Council Certified Agreement 2022 – Internal Employees
<b>Reports To:</b>	Coordinator Engineering
<b>Revised:</b>	November 2025

## General Position Statement

This position supports Council's direction by providing engineering services for Fitzroy River Water (FRW).

## Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Provide input into the preparation of annual and long-term capital works programs for the operation, maintenance and continued improvement of FRW Assets.
- Investigate, assess applications and prepare responses to applications and / or referrals to FRW in relation to new or impacted water and sewerage assets.
- Provide expert engineering advice as required to FRW staff relating to the construction, maintenance and operation of FRW assets.
- Compile reports, prepare technical specifications and provide engineering advice relating to water and sewerage infrastructure to both internal and external customers as required.
- Exercise initiative and judgement where practices and direction are not clearly defined.
- Assist with overseeing of quality control including development of work practices and procedures for FRW projects and operational tasks.
- Manage, evaluate and maintain FRW Civil and Mechanical Specifications for the purposes of tendering and construction.
- Provide review of design and technical information, and general oversight for Capital and Operational Projects.
- Liaison with Major Projects team and associated contractors on major projects in relation to planning and design, commissioning activities, operational interfaces and defects management.
- Prepare capital project briefs, technical specifications and scope of works documents.
- Undertake project management of projects during planning, design and or construction phases.
- Identify, assess and escalate technical risks relating to project delivery and operations.
- Undertake dam inspections for the Mount Morgan No 7 Dam in accordance with the dam inspections roster and fulfill the role of Operations Engineer as identified in the Emergency Action Plan.

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- Co-ordinate Mount Morgan No 7 Dam inspections, ensure maintenance of the Dam Log Book and liaise with FRW's nominated Dam's Engineer (consultant) in relation to dam issues as they arise.
- Ensure work satisfies technical and quality specifications and complies with legislation and Council policies, processes and procedures.
- Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
- Undertake other relevant duties as directed, consistent with skills, competence and training.

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## Position Requirements

Your suitability for this role will be assessed against the following competencies.

### Skills/Competencies

- Technical knowledge of work practices, technical guidelines, procedures and policies relevant to the relevant field of engineering, and associated planning, design and delivery.
- The ability to work independently and apply knowledge to solve problems of a complex nature through application of initiative and judgement.
- Demonstrated ability to research and draft replies to correspondence, prepare technical reports and other such documentation.
- Knowledge of construction, installation and maintenance practices relating to water and sewerage infrastructure.
- Demonstrated ability to read and interpret plans of moderate complexity, technical specification / performance documents and equipment operation / installation instructions.
- Knowledge of Legislation, statutory requirements and Australian Standards relevant to water and sewerage infrastructure and operations.
- Knowledge of statutory requirements relevant to the work conducted within the Section.
- Ability to effectively operate Council's computer systems including the MS Office Suite, GIS and CAD.
- Good communication (oral and written) and interpersonal skills relevant to the position to support the provision of quality customer service.
- Good conflict resolution and negotiation skills.
- Proven time management, planning and organisational skills.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Goal Setting – Ability to set, define and deliver goals that are SMART – *Specific, Measurable, Achievable, Relevant and Timely*.
- Time Management – Ability to plan and organise tasks/work to meet objectives of the role.
- Problem Solving – Ability to analyse problems by gathering information and develop a solution (in line with role responsibilities) or options and make a recommendation.
- Decision Making – Ability to use sound judgement to make the best decision based on information gathered and analysed within the boundaries of the role.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Focus on Continuous Improvement – Ability to identify opportunities to enhance team effectiveness and improve team's customers' experience.
- Adaptable to change – Ability to adapt to changing work environments, technology, work priorities and organisational needs.

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## Qualifications

- Tertiary qualifications in Engineering (Civil, Mechanical or Electrical disciplines) and extensive relevant experience in the design, management, maintenance and / or operation of water and sewerage assets.
- Registered as a Registered Professional Engineer of Queensland (RPEQ).
- Hold a Construction Industry Induction (White Card).
- Confined space training (or ability to achieve in reasonable time frame)
- Dam Safety Training (or ability to achieve in reasonable time frame)

## Behaviours

- *Customer Service* – Ensure that you are focused on our customer/s when carrying out your responsibilities.
- *Safety* – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council's Health and Safety Duty Statements and associated safety policies / procedures.
- *Code of Conduct* – Ensure that your behaviour is aligned with the Code of Conduct.
- *Council Values* – Ensure that your behaviour is aligned with the values statement adopted by Council: *One Team, Accountable, Customer Focused, Continuous Improvement and People Development.*

## Additional Requirements

- Ability to work in an office environment.
- Ability to legally operate a motor vehicle under a "C" Class Licence (minimum provisional).
- A willingness to undertake a Functional Capacity Evaluation to satisfy the inherent physical requirements of the position.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).

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## Delegations and Authorisations

Financial, Administrative and Corporate Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's Intranet.

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## Acknowledgement

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

<b>Authorised By:</b>	Manager Water & Wastewater
<b>Signature:</b>	
<b>Date:</b>	
<b>Employee Name:</b>	
<b>Employee Signature:</b>	
<b>Date:</b>	