

Treatment Plant Operator

POSITION DESCRIPTION



Position Number:	1520
Department:	Regional Services
Section:	Fitzroy River Water
Unit:	Treatment and Quality
Position Status:	Fixed Term Full Time
Classification:	Level 8/9 (Dependent on Skills and Qualifications) - Rockhampton Regional Council Certified Agreement 2018 – External Employees
Reports To:	Manager Fitzroy River Water
Revised:	February 2022

General Position Statement

This position supports Council's direction by ensuring effective and reliable monitoring and operation of supply and treatment infrastructure for both water and sewerage services throughout the Rockhampton region in a manner that is compliant with regulatory, environmental, safety and service level performance requirements.

Performance standards and expectations relating to this position will be detailed in the individual performance plan.

Specific Responsibilities

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

- Deliver effective and efficient operation of water and sewage treatment process plants and associated infrastructure.
- Inspect and report the condition of potable water reservoirs, Mount Morgan No. 7 Dam and other supply systems assets.
- Provide monitoring and analysis of water and sewage treatment plant processes in accordance with internal operational standards and with national and state guidelines and regulatory requirements.
- Record and collate operational and process performance data for internal and external reporting requirements.
- Supervise the unloading and storage of chemicals used in the water and sewage treatment plant process operations.
- Maintain and inventory of treatment chemicals and other high use consumables needed for treatment processes and advise on ordering requirements
- Carry out plant inspections, equipment checks and calibrations and regular routine housekeeping and maintenance at treatment plants.
- Operate and monitor an effluent reuse scheme.
- Refer matters that may impact upon the business, Council and employees to the relevant Team Leader, Supervisor, Coordinator or Manager.

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- Undertake other relevant duties as directed, such as after hour's on-call or callouts, consistent with skills, competence and training.

Position Requirements

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

Skills/Competencies

- Experience in the operation or maintenance of water and sewage treatment plants and associated infrastructure.
- Extensive knowledge of key water quality guideline and regulatory requirements including NH&MRC and State Government administered documents and legislation.
- Demonstrated knowledge of the fundamentals of water and sewerage treatment processes and drinking water supply systems.
- Basic laboratory or field technical experience relevant to water quality analysis (eg. Microscopy, use of analytical equipment)
- Demonstrated ability to self-manage, plan and prioritise effectively.
- Ability to work with minimum supervision.
- Ability to provide specific training and supervision of staff as required.
- Communicate Effectively – Ability to communicate with others verbally and in writing to meet requirements of the role.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- 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.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.
- 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.
- Manage Resilience and Wellbeing – Commitment and the ability to participate in safety programs to support safety, health and wellbeing in the workplace.
- Ability to effectively operate Council's computer systems including the Ci Anywhere Suite (R1 and ECM), Pathway and the MS Office Suite.

Qualifications

- Qualifications (Certificate II or higher in Water and/or Sewage Treatment Plant Operation) and demonstrated experience as an operator of water and sewage treatment plants.

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Desirable Qualifications and Experience

- Experience in the maintenance of water and wastewater treatment plants and related equipment.
- Basic laboratory and/or field technical experience relevant to water quality analysis (e.g. microscopy, use of analytical equipment).
- Experience liaising with external customers regarding customer complaints about water and sewerage services.

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.*

Work Environment and Physical Demands

- This position is an outdoor/indoor role and will require the employee to carry out physical tasks which may include manual handling of up to 25kg, repetitive bending, kneeling, twisting and/or squatting, working in confined spaces, and working at heights.
- Should the requirement to work in confined spaces be a mandatory requirement of this role, the absence of facial hair below eye level is necessary to ensure an appropriate facial seal when using routine or emergency breathing apparatus.

Additional Requirements

- Ability to work in an office environment.
- Ability to work in an outdoor environment.
- Ability to work on an 'on call' roster including after hours and weekends.
- Ability to legally operate a motor vehicle under a "C" Class Licence.
- Ability 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).
- Ability to be immunised against Hepatitis A&B and Tetanus.
- Ability to handle items of varying weight.

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.

Authorised By:	Manager
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	