

## POSITION DESCRIPTION

<b>POSITION TITLE:</b>	Treatment Plant Operator
<b>POSITION NUMBER:</b>	10479 10489 10490 10491 10495 10496 10497 10498 10499 10500 10501 10502
<b>AWARD:</b>	Qld Local Government Industry (Stream B) Award
<b>CERTIFIED AGREEMENT:</b>	Central Highlands Regional Council Certified Agreement
<b>AWARD CLASSIFICATION:</b>	8
<b>REPORTS TO:</b>	Senior Treatment Plant Operator
<b>REPORTING DEPARTMENT:</b>	Infrastructure & Utilities

### POSITION OBJECTIVE

The Treatment Plant Operator will undertake activities as directed to operate, undertake planned or responsive activities to the water and wastewater treatment plants, pump stations, reservoirs or sources, mechanical maintenance and electrical maintenance. This includes job planning, job safety and risk assessments, quality monitoring and reporting, identifying and reporting failures, causes and remedies, receiving and closing out of customer requests on a tablet computer and marking up Council plans for asset accuracy.

### KEY RESPONSIBILITIES

- 1. Operate and monitor.** Undertake activities as directed to ensure effective daily and after-hours operation and monitoring of treatment facilities, including regular reporting. Carry out manual works as required.
- 2. Water and effluent quality.** Undertake activities as directed to operate Council's water and wastewater treatment plants to ensure compliance with Australian Drinking Water Guidelines and DEHP Licence conditions.
- 3. Continuity of service.** Follow work procedures to ensure continuity of service of pump stations, reservoirs and treatment plants to achieve level of service and compliance.
- 4. Planned Maintenance.** Undertake planned maintenance schedules with the aim to reduce responsive maintenance and unplanned breakdowns.
- 5. Responsive Maintenance.** Undertake unplanned breakdown maintenance to ensure legislative requirements are met.
- 6. Safety and training.** Work according to safe work procedures and undertake necessary training to ensure regulatory compliance is met and zero harm is achieved.
- 7. On-call / after-hours.** Participate in an on-call roster system as a crew member to undertake after-hours responsive or planned maintenance activities.

Additionally you may be required to conduct other duties as lawfully directed by the Senior Treatment Plant Operator, Supervisor or Manager.

## POSITION SPECIFIC REQUIREMENTS

### **Mandatory:**

- Cert II or Cert III Water / Wastewater Treatment Operations or willingness to obtain
- General Construction Induction Card
- Minimum of Queensland C class provisional drivers licence.
- Sound knowledge of water and wastewater network and treatment management, planned and responsive maintenance activities

### **Desirable:**

- Field experience in a similar or related role
- Asbestos, confined space, working at heights, trenching
- MR licence, Forklift licence, backhoe ticket/statement of attainment

## PRE-EMPLOYMENT CHECKS

As part of the interview process the preferred candidate is required to undertake relevant pre-employment checks. The pre-employment checks relevant to this position include:

- Right to Work in Australia
- Medical Assessment including Functional Capacity Assessment and Drug & Alcohol testing.

Please note that Central Highlands Regional Council will arrange these checks for the preferred candidate following interview.

## CORE COMPETENCIES

Competency	Definition	Level
Delivering Results	Having the ability to set objectives for yourself and others, taking a forward looking perspective, and delivering successful outcomes within agreed parameters.	1
Communication	Identifying and using appropriate communication styles and methods, taking into consideration the audience and the desired outcome. Building and maintaining effective working relationships with key stakeholders, both internal and external.	2
Initiative and Innovation	Anticipating situations and problems, finding appropriate solutions, grasping opportunities for improvements and taking ownership for continuous improvement that goes above and beyond the call of duty.	2
Flexibility	Being able to adapt your thinking and behaviour to suit different situations and changing circumstances. Taking other people's views on board, accepting new and different ways of working and encouraging others to embrace change.	2
Team Work	Having the ability to work as part of a team, actively encouraging team working and recognising the role you play as part of the CHRC team.	1
Commitment to Council	Being willing and able to align your own behaviours with the objectives, goals and values of CHRC; acting as a role model and promoting the values to others.	1
Customer Service	Aligning your behaviour with the CHRC Customer Service Charter to ensure both internal and external customer needs are met; taking a positive attitude, showing commitment and having a can do approach.	1
Workplace Health & Safety	Taking reasonable care for the health and safety of yourself and others, complying with reasonable instruction and co-operating with CHRC policy and procedure.	1

This position description is a true reflection of the current requirements of the role. Council will regularly review position descriptions and appropriately update them to ensure that they relate to the job being performed, or to incorporate whatever changes are being proposed. Where appropriate, employees will be consulted on the changes and employees are expected to participate in consultation.

I have read, understood and accepted the responsibilities as outlined in this position description.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_