

Position Title:	Water & Wastewater Treatment Plant Operator
Position Status:	Permanent, full-time
Department:	Water Section
Location:	Normanton
Award Classification/Level:	LGO 2
Hours of Duty:	45 hrs per week
Award & Enterprise Agreement:	Local Government Industry Award and Carpentaria Shire Council Administrative Agreement
Reporting to:	Manager Water & Waste
Subordinate Staff:	WTPO Assistant

Primary Objectives of the Position

The purpose of the Water & Wastewater Treatment Plant Operator is to provide effective services in the treatment of water and wastewater to the residents of Carpentaria Shire by efficient operation and maintenance of the water and wastewater treatment plants, pumping stations and associated infrastructure.

Key Duties & Responsibilities

- **Participate in an on-call and call-out roster.**
- Operate and maintain the water & wastewater treatment plants and water & waste water pump stations e.g. valves and pumps, chemical usage, clarification, biological treatment and disinfection.
- Perform routine plant, pump station and system inspections to maintain operating capability and organise any maintenance work or configuration changes.
- Monitor, control and optimise process performance in response to water and wastewater quality and or hydraulic variations.
- Identify faults and operational condition of plant and report in accordance with statutory requirements.
- Use, handle and store chemicals in accordance with workplace health and safety requirements.
- Ensure chemical dosing is undertaken in an efficient and effective manner to meet plan processing and effluent quality requirements.
- Maintain information related to chemical supply and usage in accordance with statutory requirements.
- Review operating procedures and recommend improvement to plant, pump station and system operating practices.
- Take corrective action in response to test results or operating problems.
- Initiate changes and system adjustments to enhance plant performance.
- Collect samples and conduct relevant laboratory tests.
- Record data and maintain a daily log of flows and plant operations.
- Monitor SCADA and Telemetry systems and respond to alarm from various locations, laptop, treatment plants and control room.
- Ensure sludges and residuals are processes and disposed of without causing harm to the environment or the community.
- Maintain treatment plants and grounds in a neat and tidy condition.

- Ensure work is undertaken in a timely and efficient manner and in accordance with the required safety standards.
- Provide a high level of service delivery to internal and external customers.
- Represent Council in a professional manner at all times.
- Complete all relevant documentation such as timesheets, plant/asset forms, risk assessments and other written reports as required.

Skills, Knowledge and Qualifications

Skills, Knowledge and Expertise

1. Demonstrated experience and competency in water & wastewater operations.
2. Ability to analyse problems, make sound decisions and exercise good judgement in relation to changes in plant operation.
3. Sound knowledge and experience in working with SCADA and Telemetry systems.

Qualifications and Licences

1. Unrestricted drivers' licence..
2. Certificate III in Water Industry Operations or equivalent.
3. Confined Spaces Certificate.

Workplace Health & Safety and Equal Employment Opportunity Requirements

Work Health and Safety (WHS)

- Follow safe practices and procedures to perform your duties in a manner that does not put yourself or others at risk of harm
- Actively participate in WHS inductions and training
- Participate in the development of safe work method statements and risk assessments with your supervisor when required
- Wear personal protective equipment (PPE) in the prescribed manner and when required
- Participate in workplace inspections if required
- Take care of any plant or equipment of any kind, including telecommunication devices
- Report all hazards, near misses and damage to Council's property to the responsible Supervisor.

Injury Management

- Report all injuries or illnesses to the responsible Supervisor immediately
- If injured at work, actively cooperate and participate with injury management obligations and return to work plans if applicable.

Risk Management

- Report any potential public liability and professional indemnity exposures in your workplace to the responsible Supervisor.

Equal Employment Opportunity (EEO)

- Recognise the skills and talents of other staff members
 - Treat people fairly
 - Act to prevent bullying, harassment and discrimination against others in your workplace
 - Respect differences among your colleagues and customers such as cultural and social diversity.
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