

# Building & Development Certifier and Undergraduate Building & Development Certifier

## Position Information



We are **DRC** |  **DUBBO REGIONAL COUNCIL**  
*Creating community for today & tomorrow*





# THE DUBBO REGION

## LIVING IN OUR REGION

Living in the Dubbo Region has a city offering rivalling any metropolitan city or if it's a tree change than the picturesque valley of Wellington and the surrounding villages offer stunning rural vistas within easy reach of modern conveniences.

The region is home to high quality education network from early childhood, public, private and independent schools through to tertiary institutions.

Dubbo and Wellington offer a healthy dose of retail therapy from major retailers to boutique stores, while the café culture has barista's leading current coffee trends.

Browse the Regions New Resident Guide to find out more on what life is like in a regionalcentre such as Dubbo:

<https://dubbo.com.au/live/new-resident-enquiry#true-1>

## OUR REGION'S ECONOMY

Dubbo Regional Council (DRC) is a dynamic and vibrant regional centre servicing a population of over 53,000people.

The region is supported by quality infrastructure, diverse industry and significant growth opportunities. Its economic strength lies heavily in the diversity of industries that support a service centre for an area approximatelyone third of NSW.

To discover more on the region's economic drivers, workforce, exports and more please view Dubbo Regional Councils latest investment prospectus:

<https://dubbo.com.au/business#true-3>



BALANCED



EQUIPPED



CONNECTED



PROGRESSIVE

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## OUR COUNCIL

The Dubbo Regional Local Government Area was proclaimed by the NSW Government on 12 May 2016 following the amalgamation of Dubbo City and Wellington councils. The region is spread over 7,900 square kilometres in the heart of Western NSW. Council is responsible for assets valued at \$3.2 billion and an annual operating budget of some \$240 million.

Council has adopted The 2040 Community Strategic Plan for the Dubbo Regional Council Local Government Area, which outlines aspirations and visions as overarching strategic outcomes to be achieved by 2040.

We are a large Regional Council that employees over 600 staff.





## DIRECTOR'S MESSAGE

Stephen Wallace started out with Council in the position of Trainee Health and Building Surveyor over 25 years ago. Stephen has worked through a variety of disciplines incorporating environment, health, building, energy, waste and statutory and strategic planning. Stephen compliments strong operations and strategic management experience with qualifications in Planning, Building Surveying, Environmental Health and Management.

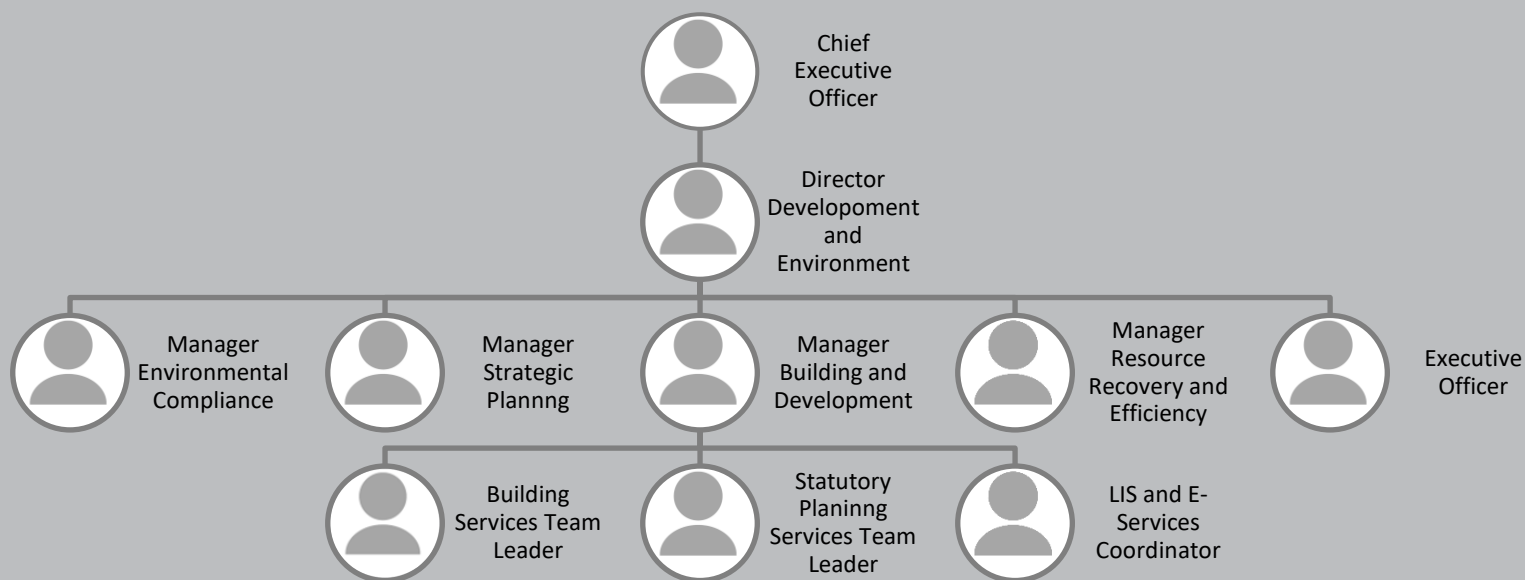
With a focus on business development, customer service, process improvement and staff development, skills extend broadly into managing change, understanding and delivering on stakeholder needs and strategic leadership.

Stephen is viewed as an adaptive, consultative leader with a demonstrated history of supporting teams to achieve genuine outcomes. Stephen has a very deep appreciation for the very wide and complex nature of Council's functions and how they impact the customer shape the community.

Having spent his formative years growing up in Dubbo, Stephen has a strong sense for the Dubbo community.

Married with three rapidly developing children, Stephen balances work and family life with a desire to keep fit and experience life and new places.





# ORGANISATIONAL STRUCTURE

## BRANCH AREAS OF RESPONSIBILITY

- Land Information Services
- Statutory Planning
- Building Certifier Functions



The Building Certifier Position is responsible for providing efficient, expedient and in a professional manner, a range of services and controls enabled and required by governing legislation and Council policy for the protection of the built and natural environment.

Did you know that Dubbo Regional Council determines more development applications than many metropolitan Councils, for example Bayside, Burwood, Canada Bay, Georges River, Hunters Hill, Lane Cove, Mosman, North Sydney, Randwick City, Ryde, Strathfield, Waverly, Willoughby City and Wollahra!





## OUR VISION, PURPOSE AND VALUES



### OUR VISION

Creating Community  
for today and tomorrow

### OUR PURPOSE

Lead, Connect, Deliver

### OUR VALUES

#### PROGRESSIVE

BE CURIOUS, COURAGEOUS AND COMMITTED

- Challenging the status quo
- Finding better ways
- Seeking change and innovation

#### SUSTAINABLE

BALANCED APPROACH TO GROWTH  
AND OPPORTUNITY

- Financially sound
- Social equity
- Conscientious leadership and governance
- Environmentally responsible

#### ONE TEAM

WORKING TOGETHER

- We take care of each other and ourselves
- Partnering to deliver better outcomes
- Fostering positive experience
- Investing in people

#### INTEGRITY

ACCOUNTABLE FOR OUR ACTIONS

- Valuing and acknowledging our cultures
- Leading by example
- Open and ethical practices
- Upholding our commitments

## COUNCIL VALUES

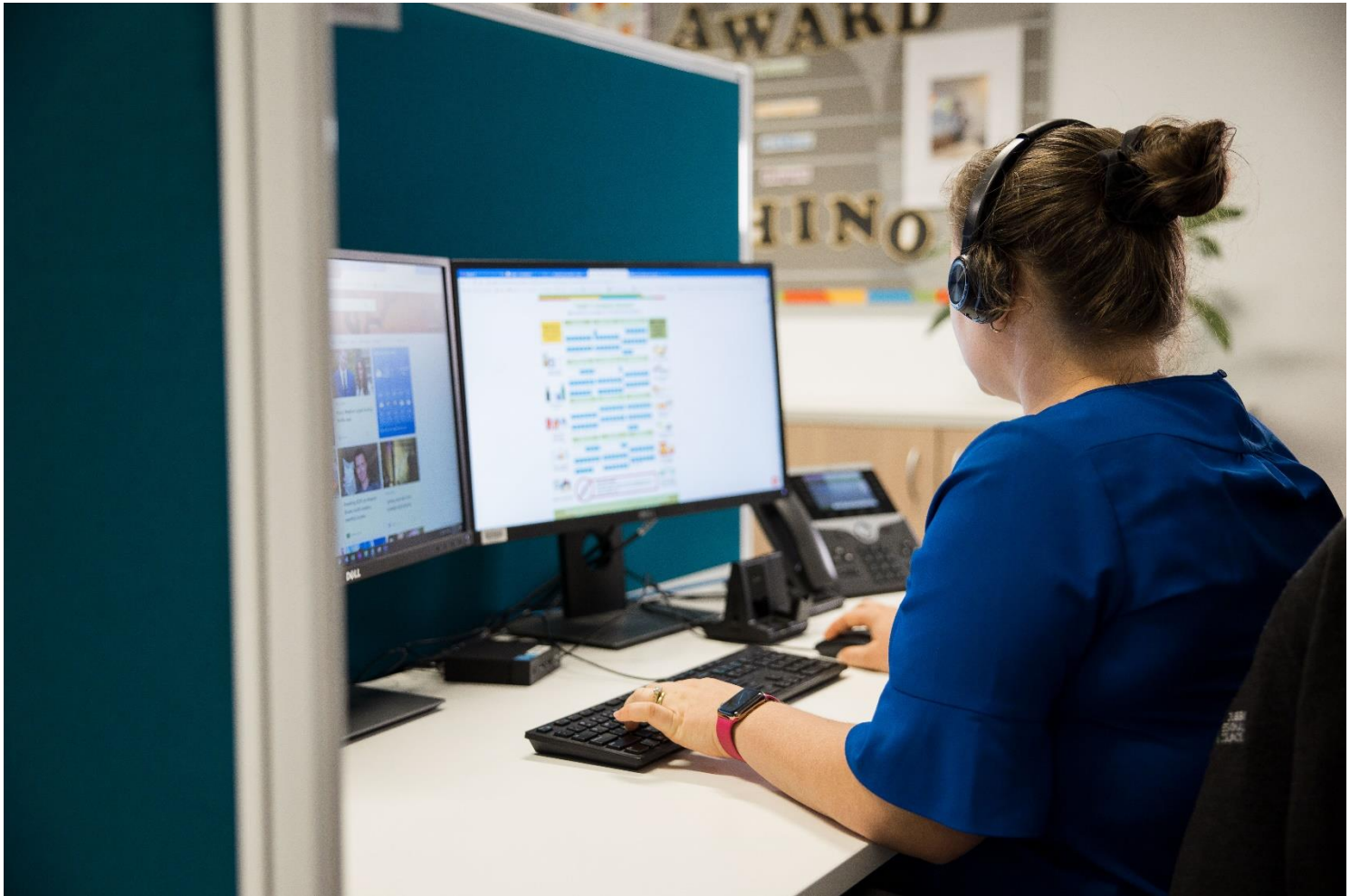
Dubbo Regional Council's vision, purpose and values are the principles and standards that define what is right, worthwhile and acceptable.

Dubbo Regional Council's Vision is Creating Community for Today and Tomorrow.

Our purpose as a Council is to Lead, Connect and Deliver.

Our values sit at the heart of Dubbo Regional Council. Describing what is important and core to our functioning.





# THE RECRUITMENT PROCESS

## HOW TO APPLY FOR THE POSITION

After preparing appropriate information, please lodge a formal application online at <https://www.dubbo.nsw.gov.au/about-council/work-at-council/council-jobs>

To complete your application you will need:

- A cover letter (optional);
- responses to role-specific on-line questions; and
- a detailed up to date CV.

When responding to role-specific questions, it is essential you provide an illustration of how you meet the requirement of the question– it is not sufficient to merely indicate what you have done – we are more interested in “how” you have demonstrated these requirements. Some of the questions may have word limitations.

Please ensure that academic qualifications are outlined, detailing the precise award, where obtained and on what date.

## SHORTLISTING AND INTERVIEWS

DRC will review all applications received and establish a short list of applicants who will be invited to attend an interview.





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## CONTACT

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