

## POSITION DESCRIPTION

<b>Position Title:</b>	Reticulation Team Member	<b>Position Code:</b>	6-RTM
<b>Division:</b>	Infrastructure	<b>Grade:</b>	B
<b>Location:</b>	Dubbo	<b>Hours/Week:</b>	38 – 9 Day Fortnight
<b>Reports to:</b>	Water & Sewer Team Leader		
<b>No. Direct Reports:</b>	Nil	<b>No. Indirect Reports</b>	Nil

### Primary Purpose of Position

Maintain and repair Water and Sewer reticulation assets to ensure their availability for operational usage

### Key Accountabilities / Duties

Key Result Area	Primary Activities
Specialist Equipment and Construction Plant	<ul style="list-style-type: none"> <li>Operate and maintain specialised equipment and construction plant</li> </ul>
After Hours	<ul style="list-style-type: none"> <li>This role will be required to perform on call and after hours work</li> <li>Assist with emergency response after hours</li> </ul>
Reticulation System	<ul style="list-style-type: none"> <li>Ensure the continuous operation of Water and Sewerage Reticulation system</li> <li>Carry out repairs and maintenance of Water and Sewerage Reticulation System, including service connections of both water and sewerage</li> </ul>
Team work	<ul style="list-style-type: none"> <li>Contribute to the efficient operation of the Reticulation Team</li> </ul>
Record operational data	<ul style="list-style-type: none"> <li>Ensure data is recorded on trusted performance including Council's MRS and CRM. Along with Operations daily requirements – Flushing etc.</li> </ul>

### Inherent Requirements of the Position

- Testing and inoculation against sewerage industry diseases available
- Pre Employment Health Assessment
- Willingness to undertake further studies and training as required
- MR Drivers Licence
- Proficient Operation of Plant and Equipment (competency assessment)
- General Construction Induction Card
- Confined Space Certification
- RMS Traffic Controllers Certificate
- Rail Industry Safety Induction Certificate

- This position is required to do predominately work outside, in public and non-public areas as a part of the role, thus a reasonable level of fitness is an inherent requirement of the role
- This position is required to wear Dubbo Regional Council issued Personal Protective Equipment, in accordance with Council's policy.
- DRC Identification and Power of Entry Evidence to be carried at all times
- Vehicles equipped with DRC two way communication

## Selection Criteria

### Essential

1. Ability to read and interpret engineering plans
2. General Construction Induction Card
3. Previous experience in water/sewer industry
4. General administrative skills demonstrating a competent level of literacy, numeracy and basic computer skills

### Desirable

5. Class MR Drivers licence
6. First Aid Certificate
7. RMS Traffic Controllers Certificate
8. Certificate III Water Operations (Reticulation)

## Organisation Wide Accountabilities

### Corporate Values

#### Creating Community for Today and Tomorrow

All employees have a responsibility to uphold the values of Dubbo Regional Council being:

- **Progressive**
  - Be Curious, Courageous And Committed
- **Sustainable**
  - Balanced Approach To Growth & Opportunity
- **One Team**
  - Working Together
- **Integrity**
  - Accountable For Our Actions

### Work Health and Safety

All employees are responsible for the Work Health and Safety (WHS) for Dubbo Regional Council and their duties include:

- Complying with Council's WHS policies and procedures
- Working with due diligence and consideration to safeguard their own health and safety and the health and safety of others
- Reporting any potential hazards, incidents or injuries to their Supervisor or Human Resource Services within 48 hours
- Participating in any WHS consultation arrangements

	<ul style="list-style-type: none"> <li>• Complying with any Return to Work Plan if injured and supporting rehabilitation in the workplace</li> <li>• Correctly using all personal protective equipment</li> <li>• Complying with emergency and evacuation procedures and site rules if applicable</li> <li>• The General Manager, Directors (Officers), Managers and On-Site Supervisors have additional responsibilities as defined in the Dubbo Regional Council Work Health and Safety and Consultation Policy</li> </ul>
Sustainability	Staff will give equal priority to improving and enhancing Council's economic, social and environmental outcomes by integrating sustainability into all decision making processes. This includes continuously increasing efficiencies, reducing resource use, sustainable procurement, maintaining service levels and protecting our natural assets. It is expected that all staff can demonstrate awareness and participation in sustainable work practices.
Code of Conduct and Equal Employment Opportunity	<p>Staff will, at all times, adhere to:</p> <ul style="list-style-type: none"> <li>• Council's adopted Code of Conduct.</li> <li>• Council's Anti-Discrimination, Harassment and Equal Employment Opportunity Policy to foster a fair and equitable workplace free of illegal discrimination, harassment and bullying behaviour.</li> </ul>

#### Acceptance:

I, \_\_\_\_\_ confirm I have read and understood the Position Description. As the incumbent of this position, I agree to work in accordance with the requirements of the position and will abide by Dubbo Regional Council's policies and procedures.

I understand this Position Description is designed to guide the responsibilities and activities to be undertaken in this position and is not intended to be an exhaustive list. I acknowledge that the organisation, in response to changing priorities, may vary tasks and responsibilities from time to time.

Signature:

Date: