

### Position Description

<b>Title:</b> Trainee Water Operations	<b>Award Classification:</b>
<b>Department:</b> Water and Sewer	<b>Salary Classification:</b> Traineeship Wages
<b>Tenure:</b> Employment will be for the duration of the traineeship only.	<b>FTE:</b> 1

### Context

The Water and Sewer team operates in a context that is subject to constant regulatory and environmental change. In particular, usage growth and renewal needs, regulatory responses, and community development concerns are key contributing trends to be addressed over time through the work of Council and this role.

### Role Purpose:

To work as part of the water and sewer team maintaining Council's water supply, sewer treatment and recycled water treatment systems to understand and work to Health, environmental, safety and Council standards, for the benefit of the Kempsey Shire Community.

The position is responsible for:

- The completion of a Water Industry Operations Trainee training program leading to a qualification as a Cert II Water Operator.
- To assist in the process operations, installation and repairs of the Water and Wastewater assets throughout the shire

### Key Accountabilities:

- Undertake and complete a Certificate II in Water Industry Operations – at TAFE. The successful applicant will be required to abide by all TAFE policies and regulations applicable to the course of study and to meet the standards required to achieve the awarding of the certificate.
- Practical application of the skills in the workplace assisting Council's Water and Sewer Team in the servicing and repairs of Council's Water and Wastewater Assets.
- Maintain in good condition any of the Council's equipment under the control of the employee.
- Assist in maintaining the work area in a safe and tidy manner.
- Exhibit a high quality work ethic and integrity, together with a willingness to learn and adapt to a variety of work tasks

- Perform the duties in respect to operating in an environment containing raw sewage
- Ensuring compliance with relevant Council Policies
- Promoting high levels of Customer Service
- Performing other reasonable duties as directed by the Manager Water and Sewer or their delegate

**Core Competencies:**

- Minimum Year 10 standard of education is essential, Year 12 standard of education is desirable.
- Achievements of educational standards in Mathematics and Science. A transcript of educational studies should be provided.
- Ability to complete theory and practical work units associated with the Certificate being studied.
- Demonstrated genuine interest in the water industry.
- Good verbal and written communication skills.
- Positive attitude with the ability to be an active and effective team member.
- A commitment to maintaining a safe working environment
- Hold and maintain a current Driver's License or commitment to obtaining a license.

**Supervision Received:**

Various

**Supervision Exercised:**

None.



**“Lead and work with  
our community to build an  
*inspired, connected*  
Macleay Valley”**

**Role Authorisation:**

.....(Manager Signature) ..... Date

**Role Acceptance and Accountabilities:**

*The work of the role has been discussed and explained to me and I expect to be held to account for work performed in accordance with this role.*

.....(Role Incumbent's Signature) ..... Date