

Position description

Team Leader - Water Operations

Division:	Infrastructure & Engineering Services
Department:	Water Operations
Reports to:	Central Coordinator – Water Operations / Northern Coordinator – Water Operations (depending on location)
Number of direct reports:	1
Location:	Water Services Network (WS Depot Taree or Tuncurry)
Grade:	7
Employment status:	Permanent
Hours of work:	38
Date approved:	June 2021

Our Mission

“We deliver benefits for our community in a way that adds value and builds trust”.

Our Values

Organisational values are a critical component of our organisational culture. Council staff and management have created and adopted the following set of organisational values which help guide our decisions and behaviours.

Wellbeing	We value safety, security, health and happiness
Integrity	We are open, honest, accountable and take pride in all we do
Sustainability	We use efficiencies, innovation and cooperation to achieve sustainable results
Respect	We work together respectfully ensuring inclusion, equality and open communication

Position Overview

This position sits within the Water Operations department and is responsible for carrying out planned & unplanned maintenance, additions and alterations, rehabilitation and replacement to enhance the water & sewerage network operational availability.

Key Accountabilities & Duties

- Perform and provide continuous and ongoing maintenance of MidCoast Council's, water and wastewater network components.
- To provide condition assessment information and data relating to water and wastewater assets.

- To engage and supervise, both internal and/or external expertise/resources to assist with planned maintenance.
- Be available for on-call, call-back and after-hours duties.
- To provide technical support to the Water Management and Treatment (WMAT) for water & sewerage networks.
- To be a committed and active MidCoast Council team member.
- To rectify or enhance water & sewerage network performance, reliability and availability.
- Provide information for the planned maintenance system relating to development, scheduling, techniques, procedures, work history, costs and parts information.
- Carry out additions, alterations, rehabilitation and replacement of water & sewerage network assets.
- To provide locations of assets for other parties to protect systems assets.
- To ensure co-operation and coordination within MidCoast Water Services.
- Provide successful communication between subordinates and supervisor, and with all team members and customers.
- Provide input to section budget and activity plan and advise Manager of cost, plan or condition changes as they occur.
- Function as the Central Coordinator – Water Operations / Northern Coordinator – Water Operations, as required.
- Work Health & Safety - All Council staff are accountable for ensuring that they fulfil their specific responsibilities, duties and due diligence requirements under the NSW Work, Health & Safety legislation. Staff are also required to adhere to Council's relevant safe work instructions, policies and procedures.
- Equal Employment Opportunity (EEO) - All Council staff are required to adhere to Council's EEO policies and procedures.
- Delegations - All Council staff are required to comply with the financial and operational delegations issued to them as per Council's delegations register.
- Other duties within the employee's skill, competence and training level, as required to meet business needs.

Selection Criteria

1. Certificate III in Plumbing and / or relevant water industry trade qualification or equivalent working knowledge, skills experience relevant to the water / wastewater industry.
2. Demonstrated ability to effectively plan and organise resources for the efficient operations and maintenance of water supply facilities.
3. Demonstrated ability to lead and mentor work teams to promote a harmonious and productive work environment.
4. Working knowledge of water and sewer reticulation, condition based monitoring and planned maintenance techniques.
5. Hold or willing to obtain the following:
 - General Construction Induction Card (White Card)
 - First Aid Certificate
 - Confined Spaces Statement of Competency
 - Backhoe Certificate of Competency





- Forklift Certificate of Competency
 - Excavator Certificate of Competency
 - Bonded asbestos handling certification
 - Working at heights competency
6. Demonstrated ability to develop and maintain constructive relationships and partnerships, both internally and externally, that contribute to the achievement of organisational outcomes.
 7. Demonstrated ability to meet the focus capability requirements of this position as defined in the position capabilities.
 8. Current Medium Rigid (MR class) Heavy Vehicle Licence

Position Capabilities

The Local Government Capability Framework describes the core knowledge, skills and abilities expressed as behaviours, which set out clear expectations about performance in local government: “how we do things around here”. It builds on organisational values and creates a common sense of purpose.

More detailed descriptors of capabilities are available at: <http://capability.lgnsw.org.au/?staff-member>

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position.

Local Government Capability Framework		
Capability Group	Capability Name	Level
 Personal attributes	Manage Self	Adept
	Display Resilience and Adaptability	Adept
	Act with Integrity	Adept
	Demonstrate Accountability	Adept
 Relationships	Communicate and Engage	Intermediate
	Community and Customer Focus	Adept
	Work Collaboratively	Adept
	Influence and Negotiate	Intermediate
 Results	Plan and Prioritise	Intermediate
	Think and Solve Problems	Intermediate
	Create and Innovate	Intermediate
	Deliver Results	Intermediate
 Resources	Finance	Intermediate
	Assets and Tools	Intermediate
	Technology and Information	Foundational
	Procurement and Contracts	Foundational

ACKNOWLEDGEMENT

This position description is a broad description of the accountabilities, duties and required capabilities relating to this position. The role and position are dynamic and may evolve and change over time in line with changing strategic and operational requirements. Continuing development, change and improvement of processes, practices, knowledge, skills and behaviours is expected at MidCoast Council.

I have signed below in acknowledgement of reading, understanding and accepting the contents of this document. I accept that, with consultation, my duties may be modified by MidCoast Council from time to time as necessary.

Employee's Signature:

Date:

HR USE ONLY

Is a Working with Children Check required for this position?

Yes ☐ No ☒

Is a criminal record check required for this position?

Yes ☐ No ☒