**Business Unit: Operations  
Reporting to: Dam Safety Services Manager**

## Position Purpose

Provide support to the Dam Safety Services Team in the ongoing implementation of the dam safety management system and other dam safety related compliance activities, to meet business, regulatory and statutory requirements; and put safety first.

## Key Accountabilities

1. **Safety:** ensure all activities are undertaken with the safety of our people as the number one priority and always role model safe behaviour.
2. **Values:** behave and make decisions in accordance with the WaterNSW Values at all times.
3. Assist the team in ensuring that dam safety management practices are optimised using risk-based framework to provide highest level of safety that can be reasonably achieved at least cost.
4. Assist the team in undertaking dam activities to ensure the effective management of dam safety and operational risks.
5. Assist in the planning and managing of dam safety issues, responses and emergencies.
6. Liaise with internal and external groups and individuals to ensure the effective running of the Dam Safety Management System
7. Manage assigned tasks and perform investigations and research to meet specific organisational needs.
8. Contribute to an ongoing program of continuous improvement including research, development and market testing of strategic and operational tasks including staff education to ensure organisational requirements are met.

## Key Challenges

* Ability to work within a small team to produce high quality and cost-effective results to tight deadlines.
* Continually keeping up to date with contemporary trends in Dam Safety in Australia and internationally, including particular knowledge of dam safety surveillance trends, standards, innovations and technologies,

## Significant Internal Relationships

|  |  |
| --- | --- |
| Stakeholder | Purpose of Relationship |
| * Asset Maintenance and Service Team * Asset Planning * Assets Systems & Information | To ensure the effective ongoing implementation of the Dam Safety management System. |

## Significant External Relationships

|  |  |
| --- | --- |
| Stakeholder | Purpose of Relationship |
| NA |  |

## Delegations, Financial Accountabilities & Freedom to Act

* As defined in the WaterNSW Financial Delegations as varied from time to time.

## WaterNSW Leadership & Performance Competencies

|  |  |  |
| --- | --- | --- |
| People | Level |  |
| Awareness and Personal Resilience | A | * Recognises own emotions and their effects, and is always aware of own response to pressure and change * Uses effective strategies to stay calm and composed under pressure * Continuously demonstrates personal integrity, honesty and sincerity * Recognises when to ask for support when under stress |
|  | | |
| Customer | Level |  |
| Collaboration & Engagement with Customers and Stakeholders | A | * Builds effective and positive relationships with customers and stakeholders. * Understands customer and stakeholder needs * Forms strong relationships with immediate networks to achieve results. |
| Business | Level |  |
| Safety & Risk Management | A | * Identifies risks and opportunities and takes action or seeks advice accordingly. * Follows policies and procedures relating to the work area. * Identifies safety risks and hazards and implements appropriate controls. * Raises issues and concerns in relation to risks. |
| Analysis and Problem Solving | A | * Finds and uses information from a variety of sources when solving problems. * Diagnoses the root cause of a problem to ensure solutions are effective. * Uses logic and common-sense principles to understand problems and identify solutions. * Implements solutions within own work. |
| Planning and Delivering Results | A | * Completes work in a timely manner to expected standards. * Identifies issues or roadblocks, looks to solve first and if needed advises upwards. * Plans and organises work by drawing on necessary tools and resources. * Monitors the progress of plans and deliverables. * Identifies more critical and less critical activities; adjusts priorities when appropriate. * Displays drive and a clear focus on achieving results. |

## Mandatory Candidate Requirements

**Qualifications:**

* Engineering degree from a recognised tertiary institution (Civil, Mechanical, GeoTech.)
* Current NSW Drivers Licence.

**Knowledge:**

* Written and oral communication skills with capacity to communicate effectively with multi-disciplinary professionals and project team members, and to provide reports.
* Strong analytical and problem-solving skills, with the ability to analyse and interpret complex information and make sound judgements.

## Experience:

* This is an entry level position; industry experience will be favourable but not required

## Favourable Candidate Requirements

* Understanding of principles and practices of dam and weir design, construction, safety surveillance and maintenance, and the statutory and institutional framework for dam safety management.

## Pre-Employment Checks Required

* Qualifications
* Drivers Licence
* Pre-employment Medical
* Police Check