



POSITION DESCRIPTION

Water Treatment Operator

Position Title	Water Treatment Operator
Position Number	3025
Directorate	Works and Environmental Services
Reports To	Water and Sewer Supervisor
Award Level	6 – 9 (Dependent upon Qualifications and Experience)

Position Objective

Be responsible to the Water and Sewer Team Leader to efficiently and reliably operate and maintain the sewerage treatment plants and associated infrastructure in Cloncurry, including Dajarra and Kajabbi.

Key Responsibilities

The following outlines the general duties and responsibilities of the position, but is not all encompassing:

- Monitor, operate and maintain the water treatment plants, pumps, equipment and assets;
- Record daily results of flow meter, electric meter, plant and equipment hour meters;
- Be familiar with the operation of both the water and sewerage treatment plants and perform tasks associated with the operation of the plant as rostered and as requested by the team leader;
- Collect and record daily sample tests;
- Calibrate dosing pumps and adjust dosing rates in accordance to test results;
- Enter test results onto spreadsheet on computer;
- Monitor and record chemical usage and reorder chemicals and equipment as required;
- Collate and provide information on performance, including but not limited to flow rates, quality or other issues;
- Source quotes in conjunction with the Purchasing Officer and Storeperson;
- Organise and work with other external contractors as required;
- Recommend improvements to the system as identified that would facilitate better services to the residents of Cloncurry Shire or would improve efficiency and reduce costs within the area of responsibility or other areas of Council's operations;
- Assist Council's Plumbing team with maintenance and repairs to water infrastructure;
- Perform weekend work as rostered;
- Other duties as reasonably expected within the scope of the position.

Key Attributes and Experience

- Have, or can quickly acquire, extensive knowledge and experience in the operation and maintenance of sewerage treatment plants and associated infrastructure.
- Demonstrated problem solving skills with the ability to make accurate, on the spot decisions;
- Demonstrated communication and interpersonal skills;
- Have effective time management skills;
- Demonstrated literacy and numeracy skills;

- Demonstrated ability to work independently with minimal supervision and perform well within the immediate work team and across Council as a whole;
- Have, or can quickly acquire, extensive knowledge of Workplace Health & Safety and its application in the workplace.

Qualifications

- Minimum Certificate III in Water Treatment Plant Operations (or the ability to acquire with training);
- Must hold and maintain an unrestricted “C” Class driver’s licence;
- Must have or acquire before commencement a Construction White Card;
- Possess Confined Spaces Certification (or the ability to acquire);
- Chlorine Safety Training Certification (or the ability to acquire);
- Backhoe Operator ticket and/or high risk forklift ticket (highly desirable).

Workplace Health and Safety Obligations for Employees and Officers

All Cloncurry Shire Council employees have an obligation to uphold workplace health and safety when working for the Council. Under Section 28 of the Work Health and Safety Act 2011 (“Act”) an employee shall:

- take reasonable care for his or her own health and safety; and
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act; and
- cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

All employees of the Cloncurry Shire Council will be required to uphold the obligations mentioned above. Additionally, any specific workplace health and safety issues that pertain to the type of work being performed including due diligence as outlined under section 27 of the Act.



Remuneration Schedule

Water Treatment Operator

REMUNERATION SCHEDULE – SALARY AND CONDITIONS Water Treatment Operator

This schedule commences from _____ and remains in force unless varied in accordance the provisions of the contract, Certified Agreement, Award or by agreement in writing between the employee and Council.

The remuneration package will be inclusive of the following: -

1. Commencement salary shall be based between \$46,956 and \$49,636 per annum (based between pay point 6 and 9 of the Certified Agreement).
2. Remote Area Housing Assistance allowance paid in addition to the salary as per the Certified Agreement and Council Policy (currently \$30 per week pro rata).
3. Local Government Industry Allowance, paid in addition to the salary and in accordance with the Certified Agreement (currently \$30 per week).
4. Overtime is available subject to approval before the hours are worked.
5. The position is to work an on-call roster including weekend work.
6. Provision of a motor vehicle for official Council use (including Class 4 commuter use) and in accordance with Council policy or as approved by the Chief Executive Officer.
7. Accrued rostered days off in accordance with Council policy - a monthly RDO applies subject to the accrual of entitlement. Accrued RDO's must not exceed five (5) days at any one time.
8. Annual leave as per the Award or Certified Agreement (plus 17.5% leave loading). Annual leave generally becomes available after a 12 month qualifying period.
9. Ordinary hours of work are 38 hours per week (40 hours less 2 hours for monthly RDO accrual). These hours are generally worked 7:00am to 3:30 pm Monday to Friday , or as rostered with 30 minutes unpaid lunch break and a 20 minute paid morning "smoko" break.
10. Council shall make compulsory superannuation contributions on the employee's behalf to the Local Government Superannuation Scheme in accordance with the requirements of the *Local Government Act 2009*. The current rate is 9.5% of ordinary hours' earnings. The employee shall be liable to make minimum superannuation contributions of 6% of ordinary hours' earnings and Council will further increase the employer contribution by 2.5% of ordinary hours' earnings. Employee contributions are voluntary at commencement but become compulsory after 12 months or continuing employment in a relevant Local Government body.
11. Uniforms and protective clothing and equipment are to be provided in accordance with the relevant Council policies.
12. Other conditions as per Council's Certified Agreement and the Queensland Local Government Industry Award State – 2017 unless exempted by this contract.