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| Position: | Waste Water Treatment Plant Operator – Level 1 |
| Classification: | Band 40 |
| Salary Range: | \$58,844 - \$63,242 plus 9.5% superannuation |
| Term: | Full Time, Permanent <i>Flexible work arrangements available subject to negotiation</i> |
| Starting Location: | At designated Wastewater Treatment Plant (Western Region) |
| Reports to: | Environment & Wastewater Manager |
| Position Overview: | To operate assigned wastewater treatment plants and lagoons to meet the target values and comply with EPA Licences. To ensure that the wastewater treatment plants, grounds and any associated works are operated and maintained to a high standard. To set priorities for assigned treatment plants in relation to required corrective actions, plant maintenance, improvements and operations. |
| Organisational Overview: | <p>As a public sector entity, South Gippsland Water (SGW) is a Victorian Water Corporation responsible for water and wastewater service provision for over 30,000 customers located in 22 towns across a service delivery area of more than 4,000 square kilometres. We manage, maintain and operate 10 water and 11 wastewater systems.</p> <p>Our Purpose We provide sustainable water services that are essential to the prosperity and wellbeing of our communities and natural environments.</p> <p>Our Vision 2023 Our customers value the services and outstanding customer experiences proudly delivered by our capable and committed teams</p> <p><i>South Gippsland Water is an equal opportunity employer and is committed to promoting a diverse, inclusive and flexible work environment.</i></p> |
| Knowledge, Skills and Abilities | <ul style="list-style-type: none"> • Certificate III in Wastewater Treatment, or a willingness to work towards the qualification. • Experience in problem solving with an ability to identify problems, and improve systems, procedures and processes. • Ability to make routine decisions in accordance with state Corporation policies and guidelines. • Knowledge of Occupational Health and Safety issues and current legislative requirements. • Knowledge of customer service principles, and the ability to communicate effectively with customers, colleagues, contractors and the general public. • Experience with the Microsoft Office Suite including Word, Excel and Outlook |

Personal attributes

- Able to communicate with a variety of audiences both verbally and written
- Flexible and adaptable in managing work methods and workloads
- Self-motivated and well organised
- Ability to work as an individual, or as an effective member of a team
- Complete work at level as assigned that may differ from responsibilities described in this position description subject to consultation and reasonable support and re-training where required
- Contributing to continuous improvement of the Environment & Wastewater team's processes, systems and communications;
- Ensure excellence in Customer Service, by responding to enquiries and complaints from the public efficiently and effectively and to ensure that customer views, needs and issues are taken into consideration in all work activities
- Provide assistance to contractors/consultants as required

Key Responsibilities

The Waste Water Treatment Plant Operator role contributes to the overall SGW business objectives by:

- Ensuring that wastewater treatment plants and associated equipment are operating appropriately in order to comply with the Corporation's EPA Licence.
- Ensuring all process sampling and monitoring identified on the plant record sheets are carried out and recorded.
- To assist with setting priorities for assigned treatment plants in relation to required corrective actions, plant improvements and plant operations
- Ensure reasonable care is taken for own health and safety as well as the health and safety of others. Operate consistent with SGW Occupational Health and Safety policy and procedures at all times.
- At all times adhere to the Victorian Public Sector (VPS) Code of Conduct and model the South Gippsland Water Behaviours for Growth.

Qualifications

The ideal candidate should have:

- Certificate III in Waste Water Treatment or a willingness to work towards the qualification
- Level 2 First Aid training
- Confined space training
- Possess a current Victorian drivers license
- Heavy-rigid truck licence would be advantageous

Safety Licences

None required

Pre-requisites

Satisfactory National Police Check. If having resided outside Australia in the past ten years for one year or more, an international police check will be required.

Operator will be required to be available for an on-call roster working every one in five weeks

Key Selection

Along with the required qualifications, the ideal candidate must be able to demonstrate:
1. Relevant industry experience in utility, plumbing, manufacturing or construction

Criteria

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- based industry.
 - 2. Demonstrated commitment to, and enthusiasm for, customer service with the ability to persuade and influence positive outcomes;
 - 3. Effective time management skills combined with the ability to prioritise work when necessary;
 - 4. Strong communication skills with the ability to communication to a variety of stakeholders both verbally and written.
 - 5. Availability to participate in an on-call roster working every one in five weeks
 - 6. Demonstrated ability to work and participate as part of a team and autonomously, to achieve team objectives;
 - 7. Demonstrated ability to learn and apply developed skills to maintain treatment plant and equipment
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I have read and understand the contents and obligations of this position description. I understand that I have an obligation to comply with all Corporation policies and procedures. I also understand I have an obligation to behave consistent with the VPS Code of Conduct and model the *SGW Behaviours for Growth*.

Employee Name: _____

Employee Signature: _____ Date: _____

General Manager Signature: _____ Date: _____