
POSITION	Distribution Member (No-Des Assistant)
EMPLOYMENT STATUS	Full-time – 2 year Fixed-Term
CLASSIFICATION	Band 2 Level 1 S7 to S15
EMPLOYMENT CONDITIONS	Goldenfields Water County Council Enterprise Award 2023
SECTION	Operations
LOCATION	Temora
REPORTS TO	Distribution Member (No-Des Operator)

To achieve the mission and vision of Goldenfields Water, Council and its employees have a core set of corporate values. These values benchmark the expected standards of behaviour and underpin and guide our everyday decision making and activities. Our corporate values are:

INTEGRITY TRUST RESPECT TEAMWORK CONTINUOUS IMPROVEMENT

KEY DUTIES AND KEY RESULT AREAS

Key duties include, but are not limited to:

- Assist with operation and maintenance of water network technology (No-Des).
- Operate water supply schemes efficiently and within defined levels of service.
- Undertake construction activities efficiently and to Goldenfields standards.
- Undertake preventative and reactive maintenance activities on water supply infrastructure.
(Including but not limited to components such as water meters (includes installation of restrictor devices), Automatic Meter Reading (AMR devices), backflow (RPZ devices) GWCC side of meter, valves, etc)
- Locate overhead and underground services.
- Perform chlorine tests and record results for water quality.
- Change chlorine cylinders, monitoring chlorinator functionality to report issues, calibrate chlorine analysis and undertake basic maintenance relating chlorination with support.
- Undertake basic reporting, data entry, forms, and computing tasks. (Includes handheld devices)
(Including but not limited to, ElementTIME timesheets, daily Take 5's, plant pre-starts & sheets, tapforms or equivalent, Aqualus field app or equivalent, Before you Dig (BYD), SCADA, Water Outlook, etc.)
- Participate in toolbox talks.
- Operate both small and large construction plant and equipment.
ie. Power tools, vibrating compactors, excavators, etc.
- Implement and undertake traffic control for works as required.
- Implementation of work procedures, SWMS, and other WHS procedures or documentation, with active participation in their review for alignment to work practices.
- Work remotely and without direct supervision, both independent and within the team.
- Carry out other duties, action customer enquiries or tasks assigned by Supervisor within skills level.

CORPORATE REQUIREMENTS

- Maintain awareness and compliance work, health, safety and environmental policies and procedures to ensure commitment in promoting and practicing work, health, safety and environment protection.
 - Maintain awareness and compliance with Council's Code of Conduct and policies, including the EEO Policy, Anti-Bullying and Harassment Policy, and relevant risk management protocols.
 - Willingness to undertake and demonstrate commitment to continuous improvement.
 - Work flexibility to meet the demands of the organisation.
 - Adhere to corporate record keeping requirements.
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INFORMATION MANAGEMENT

The employee will not divulge any confidential information about Council either during or after the term of their employment with Council.

KEY SELECTION CRITERIA

ESSENTIAL CRITERIA

- Demonstrated knowledge and experience in maintenance, operation, and construction of distribution water systems.
- Demonstrated experience in operating small plant and power tools.
- Demonstrated ability to effectively communicate verbally and in writing with staff and the public.
- Demonstrated basic reporting and computer skills.
- Demonstrated ability to work as part of a team, without direct supervision.
- Demonstrated understanding of and commitment to EEO and WHS principles and practices;
- Current valid WorkCover Construction Induction Card (White Card) or equivalent.

DESIRABLE CRITERIA

- Certificate III Water Operation.
 - Excavator Competency Certificate.
 - Heavy Combination (HC) Licence.
 - Bobcat Competency Certificate.
 - Forklift (LF) Licence.
 - Safework NSW Traffic Controller Card (Stop/Slow)
 - Safework NSW Implement Traffic Control Plans Card
 - Confined Space Certification.
 - First Aid Certificate.
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GENERAL CONDITIONS

Travel across the region is a requirement of this position.