

Position Description

Position Title	Team Leader Treatment Operations			
Position Number	TBC	Team	Operate & Maintain	
Classification	TBC	Reports to	Manager Operations	
Workplace Agreement	Mount Barker District Council Inside Staff Enterprise Agreement No. 9, 2021	Reports	Direct:	2 x Treatment Operators 1 x Maintenance Fitter 1 x Electrical and Instrumentation Technician
			Indirect	-

Role Purpose

What is the reason for the role's existence and the key contribution to GMB Water's success?

Support the Manager Operations in leading a culture of service delivery which enables GMB Water to provide a reliable, safe and sustainable service to wastewater, recycled water and bore water customers through control, operation and maintenance of wastewater and recycled water infrastructure and facilities to meet levels of service and regulatory and/or licence conditions.

Key Objectives

What are the key objectives / results to be achieved unique to this role? (3-6 key accountabilities)

Key Objectives	Objective Details (2-8 per accountability)
Delivery of operations and maintenance projects, programs and day-to-day activities	<ul style="list-style-type: none"> Lead and facilitate the effective delivery of both planned and reactive maintenance work to GMB Water assets including treatment plants, pump stations and network infrastructure Development and implementation of a schedule of planned maintenance work, in agreed timeframes, to ensure effective operation of treatment plants, pump stations and network infrastructure assets to minimise unplanned breakdowns, provide accurate data and increase the service life of assets Lead and facilitate operation of treatment plants and pump stations, including activated sludge plants, tertiary treatment plants and recycled water distribution pump stations Delivery of planned and reactive maintenance activities developed based on asset and risk management principles, defined service levels, programs of work, specifications, timeframes and budgets Work collaboratively with the Treatment and Network Operations teams to optimise treatment processes across multiple locations, and deliver a reliable and cost effective service Manage the operation of Council's SCADA system, including minor upgrade works, internal and external access, and writing functional descriptions where required Manage daily system monitoring, attending to alarms and rectifying any faults to ensure the continuous operation of all wastewater network and treatment equipment is undertaken effectively Develop and review operational and maintenance procedures as required Monitor budget expenditure to deliver services within the allocated funds, be proactive with identifying over/under spending and work collaboratively with Manager Operations to formulate solutions

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Support for and delivery of capital projects and programs, and participation in commissioning and handover of new assets	<ul style="list-style-type: none"> • Deliver small capital works projects, including asset replacement and minor plant upgrades within specified budgets • Provide sound technical advice to capital programs, project designs, business cases, risk assessments, and communications • Ensure the effective and timely preparation of specifications for tender documentation relating to wastewater and non-potable water asset replacements • Provide technical advice and solutions to issues arising from construction of new infrastructure on brownfield sites or interfacing with existing infrastructure • Support commissioning and operational handover post practical completion and proof testing of new assets, including undertaking training as required • When requested, perform inspections of works in progress to ensure performance against specifications, quality and work and health and safety considerations
Provision of a safe and reliable service to protect public health	<ul style="list-style-type: none"> • Ensure the wastewater and recycled water assets and associated infrastructure are operated in compliance with all relevant licences and approvals • Ensure accurate data collection on incidents, call outs, works completed etc • Routine sampling of effluent and reclaimed water streams inline with relevant procedures • Interpret sample results, plant performance data and operational information to make process decisions to meet plant performance criteria and regulated critical control points • Understand, interpret and apply the Work Health and Safety Act, Local Government Act, Environment Protection Act, South Australia Public Health (Wastewater) Regulations 2013, Water Industry Act 2012, Water Industry Regulations 2012, and other applicable regulations, policies and procedures
Contribute to a collaborative culture, provide excellent customer service, and build and maintain strong stakeholder relationships	<ul style="list-style-type: none"> • Utilise diverse experience and skills across GMB Water to deliver effective outcomes • Foster positive working relationships and effective communication with internal and external stakeholders based on a model of collaboration, partnership, respect and success • Attend to breakdowns, faults and overflows as part of emergency repairs out of hours • Work collaboratively with the wider GMB Water team to implement improved maintenance management systems to improve record keeping and data analysis • Promote a positive corporate image of GMB Water and ensure services provided are customer focussed, timely and of a consistently high standard • Effective management of contractors delivering planned and reactive maintenance activities including delivery of required inductions and monitoring their performance • Maintain our social licence to operate

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Key Relationships

What are the key interactions and areas of influence? (No more than 6)

Key stakeholder relations critical to the success of this are:

- GMB Water team – working with all team members to deliver strategic and role specific outcomes
- Stakeholders – working with key internal and external stakeholders, including customers, contractors, regulators (ESCoSA, SA Health, OTR and EPA), and others
- MBDC – for delivery of corporate services including, but not limited to, IT support, financial services, records management, customer service and communications support
- External providers and consultancy services – for delivery of goods and services

Skills and Knowledge

What knowledge, skills and experience does this role require? (Maximum of 8)

Knowledge, skill or experience	Essential Desirable or
Significant experience in complex wastewater treatment operations	Essential
Demonstrated ability to operate activated sludge treatment plants and tertiary systems to generate recycled water and meet environmental outcomes	Essential
Demonstrated ability to lead, develop and motivate staff in a fast-paced environment	Essential
Experience in operation and maintenance of wastewater, recycled water and bore water infrastructure and assets including knowledge of plumbing, electrical and mechanical issues associated with these	Essential
Demonstrated knowledge in the operation and management of SCADA systems, use of asset management systems and other IT systems relevant to reliable plant operations	Essential
Ability to develop and improve business performance, and manage change	Essential
Tertiary qualification in engineering or similar	Desirable
Certificate III in Water Operations	Desirable
Experience in commissioning of water treatment assets	Desirable

Special Conditions

What are the unique requirements of the role?

- Flexible work hours and some after hours as required as part of emergency works or work program requirements
- Participation in an after-hours on call roster and available to be onside within 45 minutes of a call out
- Available to work weekends and public holidays as part of a rotating on call roster
- To ensure your safety in performing the inherent requirements of the role, you will be required to undergo initial and subsequent medical clearances in addition to some immunisations as relevant to your position.
- Depending on the role you will be required to undergo initial and/or subsequent clearance checks to ensure your ongoing suitability for the role. These may include a criminal police check, traffic check, Working with Children and/or Working with Vulnerable People checks.
- Required to hold a current Class C South Australian drivers licence

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Values and Behaviours Commitment

All employees are expected to become acquainted with and work in accordance with all GMB Water values and behaviours, policies, directives and work, health and safety responsibilities. This includes any changes or amendments GMB Water may make to these from time to time.

Agreement

This position description reflecting the responsibilities, duties and skill requirements for the position has been discussed with and agrees to by:

Role	Name	Signature	Date
Employee			/ /
Leader			/ /
CEO / MD			/ /