



Position Description – Apprentice Water & Sewerage Operator

Job Title	Reports To	Supervisory Responsibilities
Apprentice Water & Sewerage Operator	Water and Sewerage Supervisor	Nil

Applicable Award

Local Government (State) Award 2020

Overall purpose of the position

- To gain skills and a nationally recognised qualification while performing manual duties in line with Council’s water and sewerage programs.
- Project a professional, co-operative and courteous image when representing Council in your day to day work activities.
- To assist with the operation and maintenance of water supply and sewerage systems, including rectification of faults. Council currently operates water supplies in Warialda, Bingara, North Star and Gravesend and a sewerage reticulation and sewerage treatment plant in Warialda and Bingara.
- The position is based in Warialda, occasionally maybe required to work at other locations.

NOTE: Council is unable to guarantee continued employment beyond the completion of the apprenticeship.

Tasks and responsibilities

Study Certificate III – Plumbing or Certificate III Water Industry Operations.

Assist Council’s water and sewerage team with the following:

- To provide assistance with the Operation and maintenance of water supply pumping stations, reticulation system, structures and grounds.
- To provide assistance with the operation and maintenance of water supply reticulation system including valves, hydrants and services,
- To provide assistance with the operation and maintenance of water reservoirs including daily inspection of levels and testing of chlorine residuals.
- To provide assistance with the operation and maintenance of sewerage pumping equipment, pipework and structures including daily checking of pumps and diagnosis and rectification of faults.
- Maintain grounds of sewerage treatment works and pump stations to ensure a safe working environment and minimise adverse impacts of neighbouring residents.
- To provide assistance with the operation and maintenance of sewerage reticulation system including diagnosis and rectification of blockages
- Restoration activities associated with the installation and maintenance of water supply and sewerage mains and services, including trenches excavated in roadways.
- Reading of water meters.
- To provide assistance with the operation and maintenance of trickling filter sewerage treatment works
- Comply with Workplace health and safety requirements as directed and required by statute and policy.
- Take adequate care of Council property during use.
- Operate any Council vehicle/plant in accordance with training and qualifications and in a safe and careful manner in accordance with relevant laws.
- Present a good image and exhibit sensitivity to the general public and external organisations.
- Other duties associated with the installation, operation and maintenance of the water supply and sewerage systems as directed.

Equal Employment Opportunity

The Gwydir Shire Council is an Equal Employment Opportunity Employer and appoints on the basis of merit. Merit is determined by assessing the applicant's abilities, qualifications, experience, work performance and personal qualities relative to the requirements of the position.

Requirements of the Role.

Essential

- Ability to understand and follow written and verbal instructions.
- Effective written and oral communication skills.
- Ability to work effectively and productively within a team or independently.
- Willingness to undertake qualification in Water Industry Operations

Desirable

- Class C Driver Licence
- First aid certificate
- General OHS induction for construction work
- Ability to operate small plant and equipment

Employment Declaration

- I agree with and understand the requirements of my employment, as detailed in this position description.
- I have had the opportunity to ask questions regarding the terms of my employment and have received satisfactory answers.
- I understand that the above position description describes the general nature of my employment, and that other duties may be required of me upon request.
- I understand that I will not be asked to participate in additional duties that are unreasonable, or outside of my capability and training.
- I understand that I will receive in-house training in aspects of my employment that I am not currently proficient, in order to satisfactorily meet the position requirements.
- I will take reasonable care for my own health and safety.

- I will take reasonable care for the health and safety of others.
- I will comply with any reasonable instruction given by the GSC.
- I will cooperate with any reasonable policies and procedure of the GSC.

Printed Name: _____

Signature: _____

Date: _____

Position: _____

Office Use Only

Reviewed by: GLR Training Coordinator

Date: August 2021

Signature:

Position: