

POSITION DESCRIPTION

1. POSITION DETAILS

Position Title	Maintenance Officer
Business or Service Unit	System Operation & Asset Maintenance
Position Manager	Maintenance Team Leader
Position Location	Various

2. POSITION PURPOSE

Deliver day to day maintenance and service activities for water infrastructure assets and river systems and put safety first.

3. KEY ACCOUNTABILITIES

- (1) Ensure all activities are undertaken with the safety of people as the number one priority and at all times role model safe behaviour.
- (2) Ensure delivery of accurate quantity and quality of water to customers by undertaking surveillance and monitoring of water supply assets.
- (3) Carry out operational maintenance tasks and minor works to assist in the delivery of the preventative maintenance program; providing an initial analysis, potential improvements and responding to abnormal events.
- (4) Undertake dam surveillance, water quality sampling, on-site water deliver operations on water storage and distribution assets and service related functions to complete operational requirements.
- (5) Ensure accurate documentation and reporting on maintenance and services delivery to effectively communicate operational issues, hazards, non-conformances, WHS and environmental matters.
- (6) Ensure the accurate capture, storage, update and review of data required for the maintenance management system.
- (7) Meet emergency policies and procedures and participate in water infrastructure activities, flood, lock and piped supply/treatment operations.

4. SIGNIFICANT EXTERNAL RELATIONSHIPS FOR WHICH THIS POSITION IS THE PRIMARY CONTACT

- Nil

5. AUTHORITY LIMITS

- As per Standing *Delegations* instrument from time to time.

6. MANDATORY KNOWLEDGE AND QUALIFICATION REQUIREMENTS

- Current NSW driver's licence.
- Boat license where water operations are required.

7. MANDATORY EXPERIENCE

- Ability to implement safety and emergency plans and procedures.

8. EXPERIENCE THAT WILL BE VIEWED FAVOURABLY BUT IS NOT MANDATORY

- Certificate III in Water Operations.
- Demonstrated experience or ability to learn skills required to undertake maintenance, monitoring and operations of water infrastructure and associated services.
- Demonstrated ability to organise and complete activities to meet required standards.

9. KEY CHALLENGES

- Understand, accept and implement new technology and changing work practices to continuously improve product delivery.