

POSITION DESCRIPTION

1. POSITION DETAILS

Position Title	Water Monitoring Officer
Business or Service Unit	Water & Catchment Protection
Position Manager	Team Leader
Position Location	Various

2. POSITION PURPOSE

Responsible for the operation and maintenance of water monitoring sites and equipment to enable the collection, management and dissemination of accurate water monitoring data, ensuring accuracy and quality for all stakeholders and to put safety first.

3. KEY ACCOUNTABILITIES

- (1) **Safety:** ensure all activities are undertaken with the safety of people as the number one priority and at all times role model safe behaviour.
- (2) **Delivery of Water Monitoring Program:** including hydrometric, groundwater and water quality monitoring functions such as rating, gauging, groundwater monitoring, collection of water quality samples, instrument management and calibration, surveys; and/or supervise contractors to undertake the same.
- (3) **Water Data Collection and Verification:** Monitor, collect, verify and analyse water monitoring data, including time series data, in accordance with agreed schedules for allocated sites, to develop, monitor and maintain accurate hydrographic rating tables and ensure the availability of high quality, consistent and accessible data for water resource management.
- (4) **Field Equipment Management:** Install, manage and maintain water monitoring equipment and infrastructure to prescribed standards; and/or supervise contractors to undertake the same, to deliver a fit for purpose water data monitoring network. Report on the performance of individual water monitoring sites and seek instrumentation advice to identify and resolve issues.
- (5) **Data Processing:** Process, edit, quality code and archive water monitoring data into corporate databases, and/or supervise contractors to undertake the same, in accordance with relevant procedures ensuring the quality standards of data and data availability as agreed for customer access.
- (6) **Water Quality Sampling:** Collect water quality samples, and/or supervise contractors to undertake the same, as requested by internal or external stakeholders within assigned sites and in accordance with quality guidelines and relevant procedures.
- (7) **Data Provision:** Provide water monitoring data for internal and external stakeholders

Continuous Improvement: Contribute to continual improvement of the implementation and maintenance of quality assurance systems, audit programs and development of work instructions and procedures.

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

- Landholders in relation to site issues
- Field services contractors, as required.

5. AUTHORITY LIMITS

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

RECRUITMENT GUIDE:

6. MANDATORY KNOWLEDGE AND QUALIFICATION REQUIREMENTS

- Undergraduate degree or Diploma of Water Industry Operations (hydrography), Science, Engineering, Asset Management or equivalent experience in an appropriate field.
- A current NSW Driver's Licence

7. MANDATORY EXPERIENCE AND CAPABILITY (PROVEN AND DEMONSTRATED)

- Strong swimming experience
- Computer literacy and ability to interpret data, work with specialist databases and monitor network performance
- Awareness of and interest in natural resource management, particularly water.

8. EXPERIENCE OR QUALIFICATIONS THAT WILL BE VIEWED FAVOURABLY

- Experience in the management of Water Quantity and Quality contracts.
- Current First Aid Certificate, Boat Licence, row a boat, work at heights, heavy lifting and competency in driving four-wheel drive vehicles.
- Knowledge of the principles of regulatory frameworks.

9. KEY CHALLENGES

- Maintaining effective communications with managers, water monitoring peers, and instrumentation staff and external clients
- Field work in isolated locations requiring overnight travel
- Maintaining effectiveness when experiencing major changes in work programs or environment for example during wet weather or water quality incidents