

## Technical Specialist Operations

Classification	Band 4 (Fixed Term – 3 Years)
Team	Assets & Operations
Reporting to	Alasdair Turnbull Senior Project Manager
Location	North Central Victoria
Effective Date	Click or tap to enter a date.

### Working at Coliban Water

Underpinning healthy people is healthy water!

Every day almost 180,000 customers in North Central Victoria trust us to deliver the water and sewage services that underpin the health and prosperity of their communities – now and tomorrow. We deliver these services to residents, farmers, businesses, and industry in 49 communities in an area spanning more than 16,500 square kilometres.

Led by our vision **healthy water, healthy people**, putting our customers and communities first is part of our DNA.

Day-to-day this means we maintain and upgrade the water and sewage pipes, pump stations and treatment plants we all rely on. And it's why we've set a bold strategy to build on that trust, enhance our natural environment, strengthen water security and resilience, and help shape the future of our region for the better.

While we're proud to lead the way, we know our success will come from deep understanding and collaboration. We engage regularly with and learn from our customers, communities, Traditional Owners, strategic partners, and others – because as locals, too, we know the best outcomes are realised when we all work together.

### What we stand for

We're focussed on a culture of Earn the customer, Own the risk, and Act. This underpins our ability to deliver high quality services to our region.

Earn the customer	We exist to serve our customers. We 'wow' them with an outstanding experience.
Own the risk	We take responsibility and are accountable to our customers and communities.
Act	We are brave in our decision making and take action. We make good judgements based on evidence and we follow through.

Working with us, you'll be joining a vibrant, dynamic, and supportive team that:

- Respects, supports, and collaborates with the First Peoples of the land on which we live and work.
- Champions an inclusive culture that celebrates diversity.
- Is committed to flexible work and balance.
- Is a leader in the area of social justice, which sees us challenging the way we work to improve gender equality and support those impacted by family violence.

At Coliban Water we balance a small team rhythm with the reach and resources of one of the largest Victorian regional urban water corporations.

With big plans on the drawing board over the next five years, it's a great place to take the next step in your career.

What are you waiting for? We'd love you to join us.

## Position overview

The Assets & Operations Group is focussed on ensuring the organisation remains adaptive and ahead of the climate and population changes by harnessing innovation, effective management of water resources together with the strategic planning and building of infrastructure. The Assets & Operations Group proactively generate business opportunities for the corporation by developing new insights through external collaborations and facilitate an innovative corporate culture to energise the corporation's innovation effort.

Coliban Water is currently delivering the Big Water Build - a once in a generation opportunity to deliver upwards of \$435 million in a capital works program over the next five to ten years. Reporting to a Senior Project Manager within the Bendigo and Castlemaine Water Reclamation Plants (WRP) Upgrade Program, the Technical Specialist Operations will assist with the safe, efficient and compliant delivery of project work. As part of the Big Water Build, a range of technical and complex renewal and upgrade projects will be delivered at both the Bendigo and Castlemaine WRPs.

On top of this capital works program, Coliban Water are assisting their contracted partners in delivering, on the ground plant operational activities. The Technical Specialist Operations will also be applying an in-depth knowledge and understanding of water treatment plant and equipment, in a day to day plant operations environment.

As mentioned above, Coliban Water are focussed on a culture of **Act**. By **Act** we mean, we are brave in our decision making and take action. The Technical Specialist Engineer will help Coliban Water understand their treatment technologies and will assist in building confidence for capital expenditure and operational activity decisions.

## Position dimensions

<b>Capital and expenditure budget</b>	Recycled Water Factory Upgrade: Project 2083 Bendigo Groundwater Operations: Project 1944
<b>Authorities/delegations</b>	Please refer to the Financial Delegations Policy
<b>Number of reports</b>	0 -3
<b>Internal working relationships</b>	All Coliban Water Staff. Bendigo and Castlemaine WRP Program Team.
<b>External working relationships</b>	Service Stream, DEECA, ERR, Specialist equipment suppliers, Water treatment consultants. EPA. Water/wastewater service committees. Coliban Water customers, Reuse Customers, Contractors.

## Key result areas

Manage and support Bendigo Groundwater Treatment Plant operation and decommissioning activities:

- Support with plant operations
- Gain in-depth knowledge of process units and optimise these process units
- Organise and manage maintenance works on this site
- Take responsibility for management of decommissioning activities
- Manage contractual relationships and responsibility with EPA, DEECA, ERR and contractors
- Manage and implement brine dewatering at Bendigo WRP brine lagoon
- Install, calibrate, commissioning and maintain equipment on this site.

Manage operation of facilities at Bendigo Water Reclamation Plant and Castlemaine Water Reclamation Plant:

- Support with plant operations
- Gain in-depth knowledge of process units and optimise these process units
- Organise and manage maintenance works on this site
- Install, calibrate, commissioning and maintain equipment on this site.
- Manage specialist contractors and specialist works such as membrane cleaning and replacements.
- Sample, monitor, analyse and adjust the various treatment processes to ensure optimal plant and equipment performance.
- Perform cleaning duties to maintain the plants.
- Maintain neat and tidy treatment plant sites.
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Undertake capital works program, supporting the Big Water Build at Bendigo and Castlemaine WRP:

- Ensure allocated projects and program activities are delivered on time, on budget and to specifications
- Preparation and assessment of tenders.
- Assist with preparation of project plans and manage the program and contractors in accordance with Coliban Water's integrated quality standards
- Providing a technical overview of each individual project's design, documentation and implementation plan
- Act as the operational liaison between existing plant operations and works required under the capital uplift projects underway at each plant.
- Facilitate a high level of integration between the upgrade works and existing plant operations.
- Lead the development of new or updated procedures and policies as they relate to the upgrade projects and impact to existing operational practices
- Undertake testing and commissioning activities relevant to plant and/or process upgrade projects

Reporting, planning and budgeting:

- Undertake organisational reporting, as required.
- Develop operational, maintenance and renewal budget forecasting
- Participate in the budgeting process and be accountable for the relevant budget areas within the positions control.
- Contribute to the capital planning and setting strategic goals for the operations

Stakeholder engagement and management:

- Ensure all stakeholders are identified, engaged, their expectations managed and interactions build confidence in Coliban Water
- Ensure all external representation of Coliban Water is conducted in a professional, "can-do" solutions focussed manner
- Ensure all stakeholders are identified at start of programs/projects and an engagement plan is developed and implemented
- Ensure stakeholders and Agencies' needs are satisfied, the relevant permits and approvals are gained and there is confidence in our action/solutions
- Communicate with internal and external clients and be the direct contact for all project members
- Liaise with the public, consultants and contractors to ensure services provided are effective and efficient
- Represent Coliban Water in negotiations and discussions with consultants, contractors and other agencies within the limits of authority of this position

## Performance level

<b>Action and accountability</b>	This role is required to provide sound advice and recommendations. Advice is provided through drawing on policy, procedure, process and professional standards. This position is specialised in its field and supervision provides guidance and support only when needed.
<b>Judgement and problem solving</b>	This role makes decisions through considering a variety of alternatives. Considerations may include established management systems, standards, budget parameters and equipment. Problem resolution is a feature of this role and will require conceptualisation, development of ideas, detailed analysis and development of action plans.
<b>Specialist knowledge and skills</b>	<p>Knowledge and experience with some of the following treatment technologies will be required:</p> <ul style="list-style-type: none"> <li>• Reverse osmosis</li> <li>• Electrodialysis reversal</li> <li>• Ultrafiltration</li> <li>• Media filtration</li> <li>• Chemical dosing (chlorine disinfection, membrane chemical cleaning, etc.)</li> <li>• Ultraviolet disinfection</li> <li>• Coagulation and flocculation</li> <li>• Chemical precipitation</li> </ul> <p>Knowledge and experience with some of the following trade and operational skill base areas will be required:</p> <ul style="list-style-type: none"> <li>• Trade qualifications</li> <li>• Equipment, instrument and valve installation and maintenance</li> <li>• Chemical dosing system design, operation and troubleshooting</li> <li>• Liaison with and purchasing from technology suppliers</li> <li>• Certified water operator training</li> <li>• Operational licences such as working at heights, confined space, forklift, etc.</li> <li>• Water treatment and water reclamation plant operation and maintenance</li> </ul>
<b>Interpersonal skills</b>	This role is actively involved in influencing and convincing others in the pursuit or achievement of objectives. It will operate with tact and diplomacy in relation to sensitive issues.
<b>Leadership level</b>	The role will lead in the development and growth of a key business capability and core technical area. That is, the capability to <b>Act</b> , being brave in decision making because the right hands-on technical knowledge is present on the ground within Coliban Water.
<b>Qualifications and experience</b>	Substantial working knowledge and experience in the specialist knowledge areas noted above.

## Shared goals

<b>Health safety and wellbeing</b>	Prioritise your own and others' health, safety and wellbeing by complying with the relevant Occupational Health & Safety legislation and Coliban Water's safety policies and procedures, including reporting hazards and incidents, and ensuring a discrimination-free work environment.
<b>Environmental stewardship</b>	Demonstrate a strong commitment to environmental stewardship by adhering to high standards, sustainability principles, and complying with relevant regulations.
<b>Information security</b>	Comply with all IT policies, complete security training and promptly report any suspected or identified issues.
<b>Victorian public sector values</b>	You'll uphold the values of responsiveness, integrity, impartiality, accountability, respect, leadership, and human rights, to strengthen the organisation's effectiveness in the public sector.

## Special assessment and requirements

- A valid and current Australian workers' rights.
- You will be required to complete all core-training requirements in the expected timeframes.
- From time-to-time work outside of your regular business hours may be required, or you might be required to work at remote locations requiring overnight stay on occasion.
- Work in a Standby and Call Out rostered group to maintain after hours availability. Work on weekends, public holidays and after normal hours may be required.
- You may also be requested to undertake pre or post-employment testing, such as psychometric testing, medical assessments, drug testing, police checks, security clearances, and other assessments.

## Success profile

In addition to the qualifications and experience specified above, you will be required to meet the following criteria:

- Excellent interpersonal skills.
- Excellent motivation for high quality work, backed up with a thorough and stable employment history.
- Purported technical knowledge demonstrated during interviews.
- Purported trade and hands-on knowledge demonstrated during interviews.
- Practical approach to water plant operations, focussed on tidy and highly functional plant environment.

## Position acceptance

I have read and understand the contents and obligations of this position description. I also understand I have obligations to comply with all Coliban Water policies and procedures.

Type or print name

Insert signature

Click or tap to enter a date.

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Employee name

Employee signature

Date