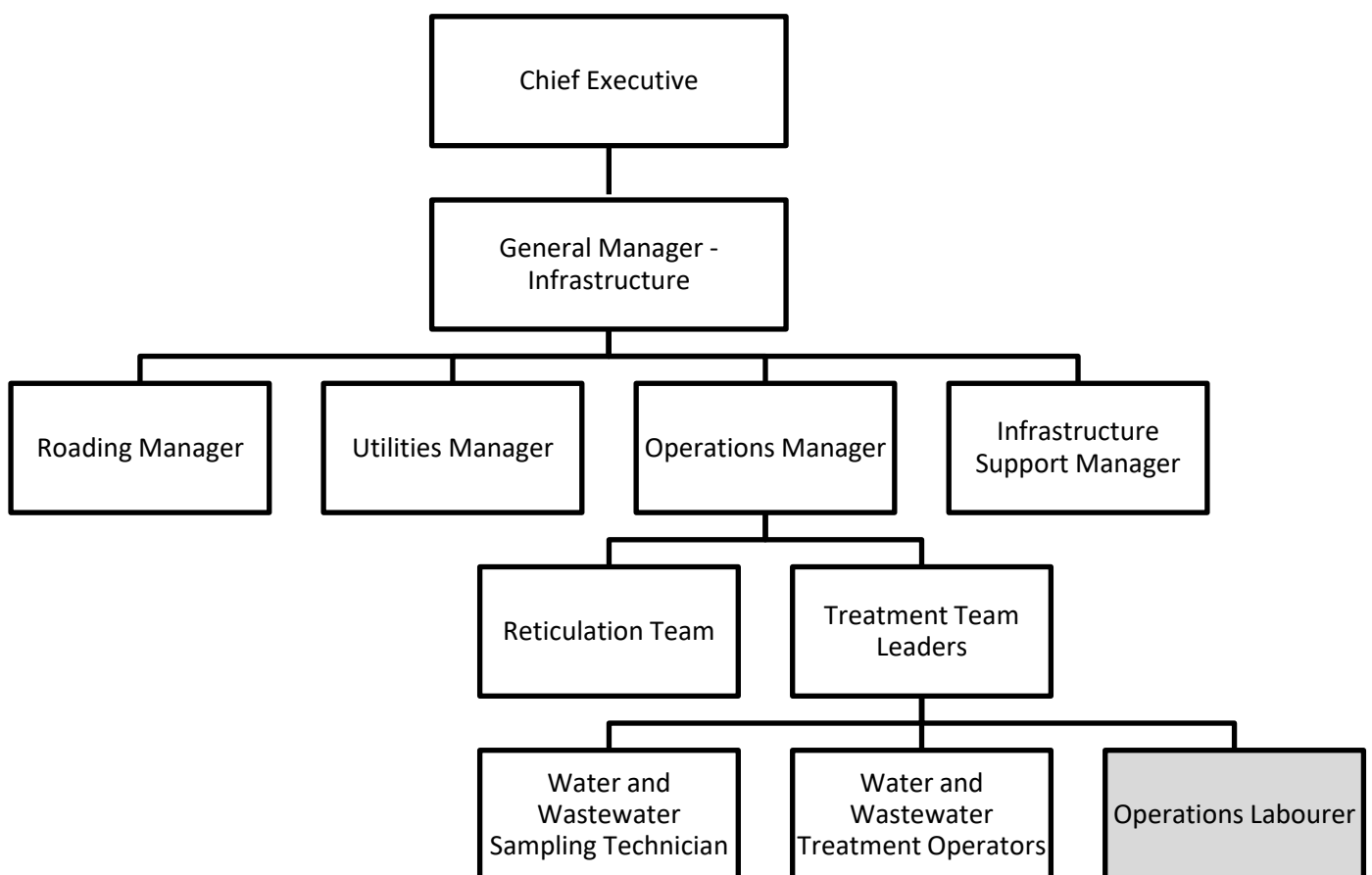


JOB PROFILE

| | |
|-----------------------|---|
| Job title | Operations Labourer |
| Area | Infrastructure |
| Reporting line | Treatment Team Leader |
| Job purpose | To assist the Treatment and Reticulation Teams with the maintaining and general activities of Councils Treatment and Reticulation facilities. |
| Location | Manawatū District |

Reporting relationship



About us

Here at the Manawatū District Council, we strive to be a successful, future-oriented organisation providing services that benefit our communities to support a connected, vibrant and thriving Manawatū. Kia papa te tū, kia rangi te tiro. This whakataukī (proverb) describes our connection to our proudly rural roots, our beautiful town, villages and countryside, and describes our aspirations for our community.

The role

To assist the Treatment and Reticulation teams with operational delivery of the reticulation, water and wastewater facilities to ensure the integrity of the three waters utility networks and ensure the workplace is clean and safe. This role involves manual labour, requiring physical strength, endurance and a focus on workplace safety.

Key relationships

- All staff of the organisation
- Other local authorities
- Iwi/Māori
- Contractors
- Suppliers
- Members of the public
- Elected Members

Key responsibilities

- Assist Treatment and Reticulation staff in their tasks when required
- Operate basic hand and power tools safely
- Assist in general maintenance activities
- Conduct Housekeeping of all Treatment Sites ensuring all sites are clean and tidy
- Basic yard work
- Attending ad hoc jobs as required
- Assisting with pick ups and deliveries as required
- Carry out Irrigation activities at the MWWTP site.
- Report equipment malfunctions or site hazards to team leaders
- Perform basic repairs or maintenance on tools and equipment when required
- To assist with water and wastewater sampling when required
- Tractor work at required sites
- Weed control at all sites
- Assist with maintaining all operational records
- Maintain good communication with Operations Manager, Treatment Team Leader and other Treatment and Reticulation Team Members

Qualifications, knowledge, and experience

Essential

- NCEA Level 2 in English, Science and Mathematics
- Computer literacy in Microsoft Office
- A full driver's licence
- Previous labouring experience
- Knowledge of hand tools, power tools and equipment
- Ability to lift heavy objects and perform tasks for extended periods.

Preferred

- Class 2 Truck drivers' licence
- Tracks wheels and rollers licence

Personal attributes

- Able to deal with pressure situations and maintain professionalism in a public environment
- Demonstrate a high emotional intelligence (EQ) and empathy in all situations
- Display flexibility and be able to re-prioritising and re-organising work as necessary
- Show mental agility and ability to think laterally
- Have a tolerance for ambiguity and change and a willingness to embrace it

- Be pragmatic and practical while showing conceptual thinking
- Have a willingness to work the hours required to deliver on the requirements of the role.
- Be self-motivated and conduct oneself with drive and initiative.
- Have the ability to work in a multi-disciplinary team or alone as needed.
- Be an effective communicator both internally and externally and at all levels.
- Able to deal with pressure and maintain professionalism in a public environment.
- A sense of humour

Other requirements

- Demonstrate our values of being professional, supportive, caring and fun.
- Demonstrate a customer service ethic, both internally and externally.
- Contribute to MDC being a safe and healthy workplace for all our staff and visitors.
- If we have an emergency management situation, undertake activities as directed, as part of our MDC response.
- Be open to changes in your duties and updates to this job profile as things in the organisation change.
- Actively participate in our performance systems and professional development opportunities.

Employee Name

Job Title

Date

GM Name

GM Job title

Date