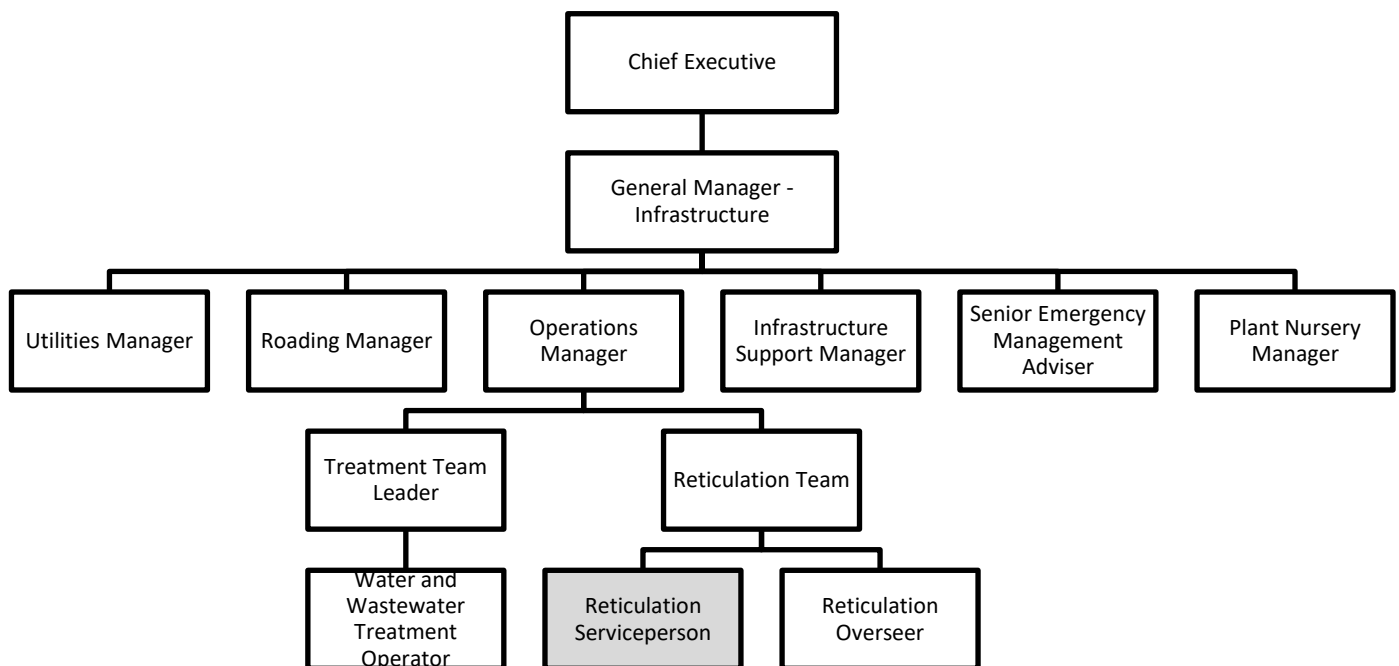


JOB PROFILE

Job title	Reticulation Serviceperson
Area	Infrastructure
Reporting line	Operations Manager
Job purpose	Provide consumers with potable water or stock water to meet their needs in accordance with the current regulations Provide high quality, cost effective wastewater and stormwater services to protect public health, property and the environment
Location	Feilding

Reporting relationship



About us

Here at the Manawātū District Council, we strive to be a successful, future-oriented organisation providing services that benefit our communities to support a connected, vibrant and thriving Manawātū. 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

The operational delivery of the in-house reticulation team to ensure the integrity of the three waters utility networks. This role will include delivering the day-to-day network operational requirements and working on minor capital and renewal projects to ensure that are completed in a timely and efficient manner.

Key relationships

- All staff of the organisation
- Other local authorities
- Contractors
- Members of the public

Key responsibilities

Operations Management

- Carrying out routine and reactive maintenance works including temporary and permanent repairs where appropriate to ensure schemes are operating efficiently and providing stock water to scheme members
- Operating heavy machinery to undertake works
- Carrying out emergency repairs at all hours
- Providing assistance with operation and maintenance of treatment plants
- Providing accurate location and asset information about existing assets, repairs and new installations
- Providing detailed information on assets, operating electronic data collection tools
- Assist with ensuring sufficient spares are available for routine reticulation repairs. Maintaining stores and equipment in a tidy and clean condition
- Fulfilling required emergency management contribution
- Ensuring proper care of company plant and equipment

Qualifications, knowledge and experience

Essential

- National Certificate Reticulation or prepared to study towards this qualification
- 1-3 years experience with water, wastewater and storm water reticulation maintenance
- Current full drivers license and experience with 4wd utes
- Strong interpersonal and communication skills
- Self-motivation and initiative, as well as being able to think laterally when interacting with staff and contractors
- Working knowledge of Water and Wastewater reticulation network operations and maintenance
- Competent in the use of computers and office software.

Preferred

- STMS (Level 1)

Personal attributes

- 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
- Flexible, with a tolerance for ambiguity and change
- A sense of humour

Emergency Management

All staff are required to support Council's response supporting the community during an emergency event. Your manager and the CDEM staff will work with you to identify what your specific role in the CDEM structure will be.

You will be required to:

- Undertake civil defence/emergency management training, as appropriate to your CDEM role
- Engage in exercises and other preparation activities
- Carry out any reasonable work during an emergency event as directed by the Controller or MDC/CDEM management, which may include tasks that are outside your normal responsibilities or working hours.

Other requirements

- Demonstrate our values of being professional, progressive, positive and people-focussed
- Demonstrate a customer service ethic, both internally and externally
- Contribute to MDC being a safe and healthy workplace for all our staff and visitors
- 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
Reticulation Serviceperson

Date

Hamish Waugh
General Manager - Infrastructure

Date