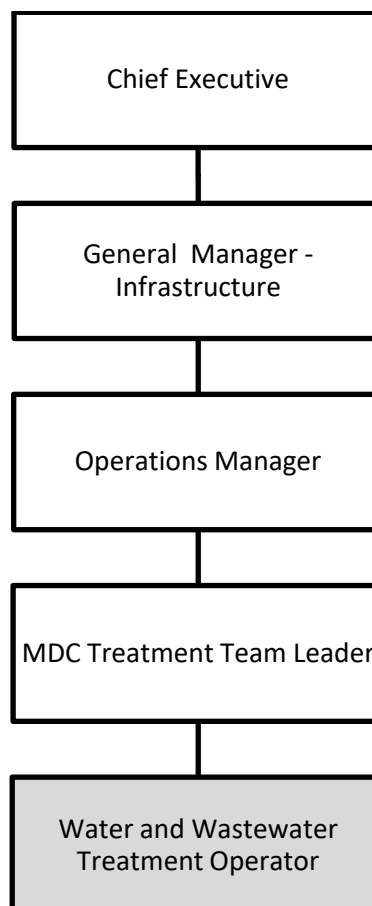


JOB PROFILE

Job title	Water and Wastewater Treatment Operator
Area	Infrastructure
Reporting line	MDC Treatment Team Leader
Staff responsibilities	None
Job purpose	To manage Council's water and wastewater treatment facilities and their maintenance and to ensure they are operated in an efficient manner. Water and wastewater treatment facilities include: river intakes, bores, pumps, ponds, treatment plants, reservoirs, booster pump stations and discharges.
Location	Manawatū

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 provide day-to-day delivery of water and wastewater treatment plant operations ensuring the treatment plants are operated in a compliant, efficient and cost-effective manner. The Operations treatment team works both together and individually as required to ensure the highest quality of treatment is achieved at all treatment sites throughout the Manawatu District.

Key relationships

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

Key responsibilities

Water and Wastewater Quality and Quantity

- Operate treatment processes to ensure the current applicable DWQAR compliance criteria is achieved for each water plant.
- Operate wastewater pump stations to ensure trouble free operation.
- Ensure all supplies have sufficient quantities of treated water available as storage
- Wastewater discharges are meeting Consent compliance criteria.

Operations and Maintenance

- Manage or carrying out the maintenance of all treatment facilities to minimise failures
- Maintain treatment facility buildings and grounds in good tidy condition
- Promote development projects to improve treatment operation
- Ensure that the water abstraction does not exceed consent constraints
- Manage the discharge of wastewater environmental impacts

Administration

- Maintain all operational records
- Order bulk chemicals, in advance, as required
- Maintain good communication with Operations Manager, Treatment Team Leader and other Treatment Team Members
- Assist technician if required

Qualifications, knowledge and experience

Essential

- National Certificate in Water or Wastewater Treatment
- A minimum of 5 years experience managing a conventional water treatment plant
- A sound knowledge of NZ Drinking Water Standards
- Computer literacy in Microsoft Office
- Current full driver's licence
- A practical aptitude in mechanical and electrical skills
- Quality and accuracy for compliance monitoring

Preferred

- National Diploma in Water and Wastewater Treatment
- Sampling course certificate
- Confined space entry training

- Chlorine awareness training
- Breathing apparatus training
- Dangerous goods endorsement on drivers licence
- 10 years experience managing a conventional water or wastewater treatment plant
- Management of contractors

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
- Demonstrate a sense of humour and not take one self too seriously
- 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
- Be pragmatic and practical while showing conceptual thinking

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

- 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
Water and Wastewater Treatment Operator

Date

Hamish Waugh
General Manager – Infrastructure

Date