



## Position Description

<b>Position Title</b>	<b>Civil Maintenance Operator</b>
<b>Employment type</b>	<b>Full Time</b>
<b>Pay Band</b>	<b>Band 1</b>
<b>Location</b>	<b>Mildura</b>
<b>Direct Reports</b>	<b>Nil</b>
<b>Reports to</b>	<b>Team Leader Civil</b>
<b>Delegated Authority</b>	<b>G</b>

## Position Summary

As a Civil Maintenance Operator, you will form part of a team responsible for the safe delivery of programmed and breakdown civil maintenance across our water, wastewater, irrigation and drainage infrastructure.

Within the team you'll contribute to our safety-first and customer focused culture, ensuring our assets are operated and maintained in a safe, reliable and efficient manner.

## Key Responsibilities

The Civil Maintenance Operator will:

1. Complying with all applicable occupational and safety (OH&S) laws, regulations and policies, as well as environmental protection laws and policies.
2. Completing risk assessments and safe work method statements for tasks and assist in the development of safe work instructions for designated tasks.
3. Delivering safe, compliant civil maintenance works.
4. Reporting of hazards, risks and incident in the specified time frames.
5. Planning and assisting with programmed and reactive maintenance, repair and replacement
6. Using and maintaining tools, equipment and plant in a safe, clean and serviceable condition in accordance with recommended practices.



**Vision:**

A thriving future where water sustains people, nourishes land and enables prosperity



**Purpose:**

To realise the full value of water for healthy people and productive landscapes





7. Ensuring plant and equipment checklists are completed and problems reported to the leadership team.
8. Ensuring compliance with maintenance programs and appropriate resources are used to ensure the best outcomes regarding safety, cost and efficiency.
9. Participating in the on-call roster and perform weekend and/or shift work when required to meet organisational requirements.

### **Skills and Experience**

- Certificate III or above in Civil Construction and/or Qualified Plumber (desirable).
- Certificates and experience in dogging, crane operation, forklift and backhoe/front end loader, trench shoring, AC Pipe and Confined Space Entry (desirable)
- Proven ability to work collaboratively within a multi-disciplined team to achieve organisational objectives.
- Experience in working with customers and members of the public in a professional and respectful way.
- An understanding of safety management systems and the ability to lead by example to support a safety-first culture.
- Ability to monitor work standards and practices and to recommend ways to improve.
- Previous experience in the installation or maintenance of water or sewer infrastructure.

### **Compliance Requirements**

- Driver's License with a minimum medium rigid endorsement.
- White Card or Construction Induction Card
- Proof of, or willingness to receive vaccination for Hepatitis A & B and Q fever.
- Criminal background check
- Confirmation of fitness for work





**LOWER MURRAY  
WATER**

### Key Behaviours



**Professionalism**  
Maintaining a positive attitude, being punctual and reliable, showing empathy and understanding in our interactions and respectful, and following workplace policies and procedures.



**Integrity and honesty:**  
Being open and transparent when making decisions, giving honest and supported advice, exercising power in a fair and reasonable way and addressing unacceptable behaviours in the workplace.



**Collaboration and cooperation:**  
Actively participating in teamwork, sharing ideas and working together towards shared goals and objectives.



**Inclusivity and diversity:**  
Valuing and respecting diversity, treating everyone with fairness and equality, promoting an inclusive and welcoming environment.



**Coaching others:**  
Assist, challenge and encourage others by sharing knowledge, skills and/or experience to help individuals improve performance and achieve goals.

### Signatures:

We certify that the content of this position description is accurate:

Position Holder:

Signature:

Date:

General Manager:

Signature:

Date:

Managing Director:

Signature:

Date:

Our Values:



Deliver



Grow



Respect



Collaborate



Safe Work Done Well