

Develop your career with Cairns Regional Council, an innovative employer that listens, respects and values your contribution. We're proud of our community and the key role you can play in making the Cairns region a great place to live, work and learn. Our commitment to high quality services means that we need talented, committed people – we need you!

Applications are hereby invited for the following position:

Team Leader Water Treatment

REQUISITION NUMBER: 1351

LOCATION: Various Water Treatment Plants – Draper Road Water Treatment Plant (Gordonvale) and Tunnel Hill Water Treatment Plant (Brinsmead)

SALARY RANGE: \$102,259.69 - \$107,624.53 per annum (inclusive of supervisor allowance)

APPLICATIONS CLOSE: Thursday, 5 November 2026 at 11:30pm AEST

Applicants must submit a separate application for each vacancy and quote the Requisition Number.

As part of the selection process applicants may be required to undertake some or all of the following pre-employment assessments / checks:

- Pre-employment Medical, which will include a drug and alcohol test.
- National Police / Criminal History Check.
- Directorship Check.
- Right to Work in Australia Check.
- Qualification / Licence Verification.
- Working with Children & Young People (Blue Card) Verification.
- Practical Assessment.
- Numeracy and Literacy Assessment.
- Computer Skills Assessment.

Your application must consist of the following information:

CHECKLIST

- ☒ Covering Letter addressing the three main elements under the selection criteria:
 - ≈ **Qualifications**
 - ≈ **Knowledge, Skills and Expertise**
 - ≈ **People Oriented Skills and Attributes**
- ☒ Copy of Current Resume

Applications should be addressed to:

**Director People & Organisational Performance
Cairns Regional Council**

Applications must be submitted online at:

[Vacancies & Applications | Cairns Regional Council](#)

**CAIRNS REGIONAL COUNCIL IS AN EQUAL OPPORTUNITY EMPLOYER, PROMOTING
WORKPLACE DIVERSITY AND A SAFETY CULTURE WITH A SMOKE FREE ENVIRONMENT**

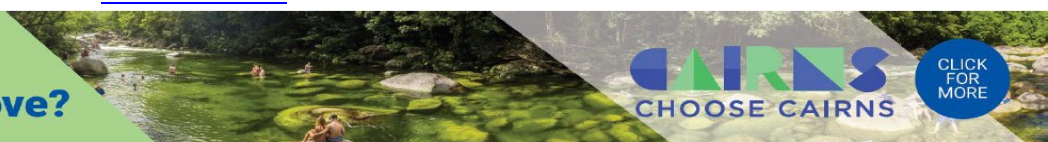
Agency applications are not being accepted at this stage.

CAIRNS REGIONAL COUNCIL **GENERAL CONDITIONS OF EMPLOYMENT**

<u>POSITION:</u>	Team Leader Water Treatment – CW062 Requisition Number - 1351
<u>POSITION STATUS:</u>	Full Time Permanent
<u>LOCATION:</u>	Various Water Treatment Plants – Draper Road Water Treatment Plant (Gordonvale) and Tunnel Hill Water Treatment Plant (Brinsmead)
<u>AWARD:</u>	Queensland Local Government Industry (Stream A) Award – State 2017.
<u>CLASSIFICATION:</u>	Level 5
<u>SALARY RANGE:</u>	\$102,259.69 - \$107,624.53 per annum (inclusive of supervisor allowance). Level on appointment will be dependent on qualifications and experience. A locality allowance is also payable \$659.00 with no dependants and \$1,318.00 with dependants.
<u>LEAVE:</u>	Up to Five (5) weeks annual leave and three (3) weeks sick leave may apply dependent on roster pattern. Annual Leave Loading applies.
<u>WORK PATTERN:</u>	A nine (9) day fortnight rostered day off systems applies.
<u>SUPERANNUATION:</u>	The mandatory employer Superannuation Guarantee Rate is currently 12%. After the first year (12 months) of service employees (except casuals) are required to contribute an extra 6% (pre-tax or post-tax). Note: An employee may choose to contribute prior to completing one year of continuous service. All employees have the option to salary sacrifice their mandatory or other personal contributions (pre-tax) or they may opt to contribute post-tax. Note: Employees can reduce or opt out of their contribution at any time by providing written notice to the Council.
<u>PRE-EMPLOYMENT ASSESSMENT:</u>	As part of the selection process applicants may be required to undertake some or all of the following assessments / checks: ○ Pre-employment Medical, which will include a drug and alcohol test. ○ National Police / Criminal History Check. ○ Directorship Check ○ Right to Work in Australia Check ○ Working with Children & Young People (Blue Card) Verification ○ Qualification / Licence Verification ○ Practical Assessment ○ Numeracy and Literacy Assessment ○ Computer Skills Assessment
<u>EMPLOYMENT ELIGIBILITY:</u>	To be eligible to apply for a position at Cairns Regional Council, you must fulfil one of the following criteria: ○ Australian Citizen ○ Permanent resident of Australia ○ New Zealand Citizen ○ Entitlement to work visa
<u>PROBATION PERIOD:</u>	A six (6) month probationary period will apply to the successful candidate.
<u>CLOSING DATE:</u>	Thursday, 5 November 2026 at 11:30pm AEST

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making a move?**



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<u>POSITION:</u>	Team Leader Water Treatment
<u>DEPARTMENT:</u>	Cairns Infrastructure and Assets
<u>BRANCH:</u>	Utility Services
<u>UNIT:</u>	Process & Treatment
<u>ORGANISATIONAL RELATIONSHIP:</u>	Reports to Process & Treatment Coordinator
<u>AWARD CLASSIFICATION:</u>	Level 5
<u>CONDITIONS OF EMPLOYMENT:</u>	Queensland Local Government Industry (Stream A) Award – State 2017. Commitment to Council's policies, procedures, Enterprise Bargaining Agreement and other legislative requirements in relation to Best Practice, Equal Employment Opportunities (EEO), Anti-Discrimination and Council's Code of Conduct.
<u>DELEGATIONS:</u>	Delegations as per the Delegations Register.
<u>OCCUPATIONAL HEALTH & SAFETY RESPONSIBILITIES:</u>	Council wants all staff to 'Go home safe and well today and everyday' and at all times stay within the 'Safety Circle' by taking reasonable care for his or her own health and safety, take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and comply with any reasonable instruction given by his or her supervisor in respect of the Health and Safety of themselves and the Health and Safety of other persons.
<u>JOB DEMAND CATEGORY:</u>	Medium
<u>PRIMARY OBJECTIVES OF THE POSITION:</u>	The Team Leader Water Treatment is responsible for leading the safe, reliable and compliant operation of Council's water treatment facilities and bulk water supply network. The position is accountable for ensuring water treatment plants, raw water intakes, bulk water reservoirs and associated infrastructure are operated and maintained to meet community demand, regulatory requirements and Council's drinking water quality standards. In partnership with the Process & Treatment Coordinator, operators and technical specialists, the role provides leadership, technical guidance and operational oversight to support continuous improvement, team performance and service reliability. Key objectives of the role include: • Ensuring the safe, efficient and continuous operation of water treatment and bulk water supply assets. • Leading and supporting a team of operators to deliver high-quality operational outcomes. • Maintaining compliance with regulatory obligations, operational procedures and Council's Drinking Water Quality Management Plan. • Monitoring plant performance and identifying opportunities to improve operational efficiency, reliability and water quality outcomes.

KEY DUTIES AND RESPONSIBILITIES:

- Reporting operational risks, incidents and non-compliances in a timely manner and supporting corrective actions.

Duties and responsibilities include but are not limited to:

- Oversee the day-to-day operations of the region's water treatment plants, including coordinating the maintenance of plant facilities and equipment.
- Foster and lead a collaborative and supportive environment for a team of water treatment plant operators, providing guidance, mentorship, and ensuring effective performance
- Cultivate a positive and productive work culture, promoting teamwork, safety, and a strong commitment to water supply responsibilities.
- Work under minimal direction in the application of established procedures, methods and guidelines for the operation of water treatment plants, intakes, dam and bulk water supply reservoirs.
- Develop, review and maintain Standard Operating Procedures, work instructions and operational documentation.
- Conduct inspections of treatment plants, bulk water reservoirs, raw water intakes and associated assets.
- Target on-going improvements in the aesthetic appearance and operational efficiency of the treatment plant, intakes and major reservoirs.
- Ensure water testing, monitoring, calibration of equipment and correct chemical dosing rates meet the NHMRC/Australian Drinking Water guidelines, Operational Plan and Customer Service Standards while maintaining appropriate records.
- Ensure bulk water demand is met with adequate supply and distribution to the appropriate bulk storage area.
- Maintain records of bulk water production figures, chemical usage and water quality results.
- Responsible for chemical ordering, storage, loading and mixing to ensure water quality meets the NHMRC/Australian Drinking Water guidelines, Operational Plan and Customer Service Standards.
- Establish, plan and manage own work programmes, supervise labourers and trainee plant operators; provide technical service & advice to Cairns Utility Services staff and the Process & Treatment Co-ordinator as required.
- Stay up to date by attending workshops, seminars, and training sessions to remain current in water treatment practices and technologies.

- Develop, compile, and maintain Standard Operating Procedures for all aspects of water treatment and bulk storage.
- Participate in an on-call roster system, including availability for overtime and flexible working hours.
- Participate in the Copperlode Falls Dam Emergency Control Organisation when activated under the Emergency Action Plan.
- Support business continuity and emergency response activities during unplanned disruptions and disaster events.
- Ensure all corporate information is captured within Council's business systems adhering to Recordkeeping policies and procedures.
- Undertake other duties consistent with the role and as directed by management

SELECTION CRITERIA:

Essential:

Qualifications

- Certificate III in Water Industry Operations (Water Treatment or Wastewater Treatment), with relevant industry experience; and substantial experience working in water and/or wastewater treatment operations.
- Current C Class Driver Licence.
- Construction Industry White Card (or willingness to obtain prior to commencement).
- Certificate IV in Water Industry Operations, or a commitment to obtain within 24 months of appointment.

Knowledge, Skills & Expertise

- Experience operating and maintaining water and/or wastewater treatment facilities.
- Ability to lead, support and work collaboratively within a small operational team.
- Experience monitoring treatment processes and responding to operational issues.
- Knowledge of water quality requirements and treatment plant operations.
- Familiarity with SCADA, telemetry and computer-based operational systems.
- Ability to maintain records, prepare reports and communicate effectively with a range of stakeholders.
- Ability to analyse operational data and identify opportunities for improvement.

People Oriented Skills & Attributes

- Proven ability to operate unsupervised and plan work programmes as well as work in a team environment.

Desirable:

- Previous experience in a Team Leader, Leading Hand or Senior Operator role.
- Dam Safety Surveillance Accreditation.
- Confined Space competency.
- Water, mechanical, fitting, plumbing, electrical or instrumentation background.
- Preventative maintenance software experience.

PERFORMANCE INDICATORS:

It is expected the incumbent will be measured on:

- Maintain safe, reliable and compliant operation of Council's water treatment facilities and bulk water supply network.
- Lead, mentor and support team members to foster a positive, collaborative and high-performing team culture.
- Deliver agreed work programs, maintenance activities and operational objectives to the required standard and timeframe.
- Ensure compliance with legislative requirements, Council policies, operational procedures and drinking water quality standards.
- Work collaboratively with operators, engineers, maintenance personnel and other stakeholders to optimise plant performance and service delivery.
- Identify and implement opportunities for continuous improvement in safety, operational efficiency and asset performance.
- Uphold and actively promote Council's Safety Circle culture and safe work practices.
- Maintain effective communication with the Process & Treatment Coordinator, including timely reporting of operational issues, risks and achievements.
- Build and maintain productive working relationships across Council and with relevant external stakeholders.
- Demonstrate commitment to Council's corporate objectives and contribute positively to branch, unit and team goals.

Cairns Regional Council - Information Privacy Statement

Your personal information has been collected for the purpose of assessing your application for employment and determining your suitability for a position with Cairns Regional Council. The information you provided will be used for recruitment, selection, pre-employment screening, and related human resource management purposes. Council will manage your personal information in accordance with the *Information Privacy Act 2009 (Qld)*. Your personal information will only be accessed by Council officers and other authorised persons involved in the recruitment and selection process. As part of the recruitment process, Council may disclose relevant information to third-party service providers engaged to undertake activities such as pre-employment checks, qualifications verification, criminal history screening, or other employment-related assessments, where applicable. Your personal information will not be disclosed to any other person or agency unless you have provided consent, or the disclosure is authorised or required by law.