

Position description

WATER NETWORK SUPERVISOR

Position Purpose

Provide leadership and coordination for the delivery of planned water network maintenance, construction and renewal activities ensuring works are delivered safely, efficiently and meet service, project and operational objectives.

Position number	5183 - Water Network Supervisor Hervey Bay
Classification	Stream A Level 4
Directorate	Water & Waste Services
Department	Network Operations & Maintenance
Section / Unit	Water Network / Water Network Planned Works
Reports to	Water Network Coordinator
Supervises other positions	Water Industry Team Leader, Water Industry Plant Operator/Labourer x 3, Plumber/Drainer x 3, Apprentice Plumber / Drainer

Key Responsibilities

- Supervise and coordinate on-site work crews to deliver safe, efficient and high-quality construction, maintenance and capital works programs including program management.
- Plan, coordinate and manage daily and weekly work programs, including scheduling activities and allocating resources to meet operational priorities and service levels.
- Provide technical advice, guidance and support to staff, stakeholders and customers.
- Contribute to maintenance programs, procedures, continuous improvement initiatives, and quotations for capital and recoverable works.
- Monitor work progress, productivity and resource utilisation, implementing corrective actions to achieve time, cost and quality objectives.
- Ensure compliance with Council standards, quality requirements, WHS obligations, GIS records and as constructed data.
- Manage customer and stakeholder interactions, including responding to enquiries and complaints and communicating project outcomes and service impacts.
- This document reflects the major elements and responsibilities of this position and is not designed to be prescriptive in nature. Employees can therefore expect to undertake other duties in addition to those identified.

Selection Criteria

Education or Knowledge

- Certificate III (AQF Level 3 or above) in Plumbing OR Civil Construction (Pipe Laying) OR Water Industry Operations

Certificates, Memberships, Tickets, Competencies & Licences

- Valid class C or CA driver licence (learner, provisional or open) to drive a vehicle in Queensland.
- General Construction Induction (White Card)

Skills and Experience

- Demonstrated experience supervising field-based teams, including leading performance, coaching employees and managing workforce capability to achieve operational outcomes.
- Proven ability to plan, develop and manage work programs, including coordinating resources and balancing competing operational demands.
- Demonstrated ability to monitor performance and resource utilisation, analyse issues and implement corrective actions to achieve service, cost and quality targets.
- Demonstrated knowledge and experience in water network maintenance and/or civil construction, with the ability to apply technical expertise to planning, prioritisation and operational decision-making.
- Demonstrated knowledge and application of Work Health and Safety, quality and risk management frameworks, including responsibility for ensuring compliance across worksites.

Nice to have

- First Aid Certification
- Confined Space Entry Certification
- Asbestos Awareness Training
- Dogging Ticket

Work Environment Requirements

Key Psychosocial Factors Include:

Emotional Demands

- Low to moderate emotional demand
- Occasional encounter with member of the public dissatisfied or distressed
- Occasional complaints or sensitive enquiries
- Exposure to employee emotional needs

Work Environment Factors

- Use of computer systems and office equipment
- Variable environments including outdoor exposure to weather conditions, noise, dust, and traffic

Cognitive and Mental Load

- Understanding and following work instructions, safety procedures, and schedules
- Situational awareness and hazard identification
- Work requires high attention to detail and accuracy
- Interpret procedures and systems
- High digital literacy

Physical Demands

- Occasional site visits or meetings requiring mobility
- Occasional walking, standing or carrying loads, e.g. equipment

WHS	As per WHS Act 2011 (QLD) Section 28 Duties of Worker
Mandatory Training	As per Training Needs Analysis
Financial delegation	Refer to register
Vaccinations	N/A
Agreement	Fraser Coast Regional Council Certified Agreement (as varied or replaced)
Award	Queensland Local Government Industry (Stream A) Award (as varied or replaced)
Other	Functional Capacity Assessment

I, _____, accept the position description as outlined above. I have been given an opportunity to ask questions about the contents and I understand the terms and conditions outlined in this document.

Signature of Employee

Date: