

TREATMENT PLANT SUPERVISOR - SOUTH POSITION DESCRIPTION

Position Title	Treatment Plant Supervisor – South
Directorate	Water and Waste
Department	Operations and Maintenance
Position No.	81,011.00
Classification	Level Five (5)
Awards Stream	Queensland Local Government Industry (Stream A) Award - State 2017
Reports To	Coordinator Water and Wastewater
Last Review Date	February 2026

ORGANISATION SUMMARY:

OUR VISION:	Helping to energise the world. A region that feeds, powers and builds communities, now and for the future.
OUR GOAL:	To pursue long-term sustainable futures for Isaac's communities.
OUR VALUES:	Community Focus Teamwork Caring Positive Work Ethic

We're a region unique in charm and a character-growing attraction for many keen to explore the road less travelled. It's a place where traditional country qualities live on within modern, vibrant communities.

Isaac Regional Council plays a role to ensure our communities have a long sustainable life, so it continues to be a great place to raise a family and to find new or old passions.

Our public spaces are valued and activated, our communities' lifestyles and wellbeing are prioritised, and our individual and collective identities are celebrated.

We need to use new ideas in everything we do because of the fast changes happening all over the world.

This helps us deal with changes and provide the best service. As a Council, we will continue to maintain a clear and balanced vision for the future that shapes all our decisions as we feed, build and power communities.

DEPARTMENT SUMMARY:

The Water and Waste Directorate is an integrated, multifaceted service responsible for managing and maintaining a safe, quality water supply and reliable waste collection and treatment service to the Isaac Regional Council communities. These services are managed in alignment with regulatory and legislative requirements.

POSITION SUMMARY:

The Treatment Plant Supervisor (South) has responsibility to provide effective day to day supervision of Isaac Regional Council's Water and Wastewater Treatment Plants, bulk storage dams and raw water sources where relevant with a strong focus on safety, quality and environmental legislative compliance and reporting.

DUTIES:

Position Accountabilities and Performance Objectives

1. Oversee and manage all treatment plants and bulk storage dams under scope to ensure they meet safety and environmental legislative compliance requirements, as well as ensuring reporting parameters are met.
2. Provide technical support and guidance to Operators in day to day operations and act as the escalation point in the event of emergencies or where technical expertise is warranted.
3. Ensure the teams conduct regular toolbox talks and regularly participate across all sites under scope, to discuss operational safety, maintenance audits, reporting requirements, processes and procedures.
4. Where required, assist operators in day to day tasks such as operating pumps and valves to control the flow of water/wastewater, as well as stages such as filtering and the addition of chemicals and aeration etc.
5. Monitor the SCADA for all treatment plants under scope to identify failures, result deviations and alarms to apply timely risk mitigation measures.
6. Ensure all sites perform legislatively required sampling and reporting daily in order to analyse the results regularly to identify potential exceedances.
7. Manage and co-ordinate all asset maintenance monitoring, audits and repairs to treatment plants under scope and all IRC policies and procedures are adhered to.
8. Conduct regular inspections of bulk storage dams, IRC assets and infrastructure and where warranted escalate condition nonconformities.
9. Provide supportive leadership, training and skill development to all Operators, Assistant Operators and Trainees.
10. Ensure you have read and understand the accountabilities and responsibilities associated with the Theresa Creek Dam Emergency Action Plan and implement when required.
11. Undertake any other duties as reasonably directed within the limits of the employee's skills, competence and training.
12. Travel and work at other Water and/or Wastewater Treatment Plants within the IRC region as required. Please note that a Council vehicle will be provided for the commute.
13. In accordance with Councils Fitness for Work Procedure. Your role has been identified as at risk of workplace illnesses from potential exposure to Hepatitis A and B virus. You will be required to undergo vaccinations to prevent these illnesses;
14. Ability to pass a pre-employment medical, functional capacity evaluation and/or behavioural testing.
15. Ability to participate in an "on call" roster.

KEY COMPETENCIES:

Essential Knowledge and Skills

1. Proven ability to allocate workflow and resources to achieve IRC desired outcomes.
2. Understanding of safety and environment legislation relevant to water and wastewater treatment.
3. Strong written and verbal communication skills.
4. Demonstrated experience and sound knowledge in the analysis and diagnosis of water and wastewater result deviations.
5. Demonstrated experience and sound knowledge of MS Office suite.

Experience

1. Demonstrated supervisory experience in the operation of water and wastewater treatment plants.

Qualifications

Mandatory – this role requires the possession of:

1. Construction White Card (Construction Industry).
2. C Class Open Australian Drivers Licence.
3. Certificate III in Water Industry Operations (both water and wastewater disciplines)

DELEGATED AUTHORITY AND ACCOUNTABILITY:

Delegations as detailed in Council's Delegation of Authority register.

EXTENT OF AUTHORITY:

Position exercises a degree of autonomy and works under general direction with the freedom to act within established policies practices. The position must understand that their powers are limited to their delegated authority and know and comply with any authority and obligation that comes with their powers.

CERTIFICATION:

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

	EMPLOYEE	DEPARTMENT MANAGER
Name		
Signature		
Date		