

# position description



**GWMWater**

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*Certified to best practice standards  
ISO 9001 / 14001 and AS/NZS 4801*

**GROUP:** *Service Delivery*  
**DIVISION:** *Water Treatment*  
**POSITION LOCATION:** *Horsham*  
**TITLE:** *Manager Water Treatment*  
**CLASSIFICATION:** *Senior Officer*  
**POSITION NO:** *5200*  
**NAME OF JOB HOLDER:** *Vacant*

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## ORGANISATIONAL CONTEXT

GWMWater has a responsibility to provide, manage, operate and protect water supply and sewerage systems for our community. Serving a region with a population of approximately 72,000 people, our activities cover some 62,000 km<sup>2</sup> which is about 25% of the State of Victoria.

We provide our urban towns with a secure water supply, with most areas supplied drinking (potable) water that meets the specifications of the *Safe Drinking Water Act 2003* and the *Safe Drinking Water Regulations 2015*. In a 'normal season', this involves delivery of around 10 gigalitres of water to approximately 31,000 urban properties in 71 towns.

Our wastewater services operate mainly in our larger towns which involves recycling 100% of water for watering sporting fields, parks and gardens, vineyards and agricultural uses.

We provide domestic and stock water services to 11,000 rural customers. A bulk water supply is also available to our rural customers, typically for intensive agricultural activities such as poultry farms, piggeries and commercial feedlots.

We are responsible for water resource management in our region, which includes surface water, groundwater, river diversions, and the support of key regional catchment and environmental management strategies.

Our groundwater bores supply 15 towns in the south east, south west and west of the supply area. We issue diversion licences from unregulated waterways, licences for farm dams and groundwater extraction licences through delegation from the Minister of Water.

We are also the nominated Resource Manager and Storage Manager on behalf of the Minister for Water and operate and control eight bulk water supply reservoirs which are an integral part of our water supply system. These reservoirs also provide opportunities for recreational activities such as camping, water skiing, swimming and boating.

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## POSITION SUMMARY

As a senior member of the Service Delivery Group, the Manager Water Treatment is responsible for the water quality outcomes from the various water treatment plants across the GWMWater area.

Leading a team of specialised staff, the Manager Water Treatment must ensure that the operations and maintenance activities are undertaken in accordance with the processes and procedures and fostering a culture of zero harm. The Manager Water Treatment must ensure supply of drinking water meets legislative and stakeholder requirements.

The position is required to identify opportunities for improvement across the water treatment process, ensuring that GWMWater is up to date with best practice, including the implementation of automation and remote monitoring opportunities in line with the Water Treatment Operational Strategy.

Working with various groups across the business such as Water Regulation and Planning and Development, this role must be innovative, collaborative and communicate effectively.

All staff are required to comply with the quality, safety and environmental standards set out in the Corporate Management System.

Staff must ensure that all data is kept secure as per the Information and Communications Technologies (ICT) Security Policy.

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### This position:

<b>Reports to:</b>	Executive Manager Service Delivery
<b>Supervises:</b>	Senior Water Treatment Plant Operator
<b>Internal relationships:</b>	<ul style="list-style-type: none"><li>• Manager Water Regulation</li><li>• Manager Regional Operations</li><li>• Manager Network Systems and Planning</li><li>• Manager Planning and Development</li><li>• All functional business groups</li></ul>
<b>External relationships:</b>	<ul style="list-style-type: none"><li>• Customers</li><li>• Contractors</li><li>• Consultants</li></ul>

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## KEY RESPONSIBILITIES AND DUTIES

1. Develop and implement Water Treatment Operational Strategy focusing on efficiency improvements and required Water Quality outcomes across the group.
2. Provide strategic and tactical direction for the ongoing direction of asset management within the Water Treatment Plants into the Service Delivery team.
3. Lead Water Treatment Staff to optimise treatment processes and chemical application whilst producing water which is compliant with all internal and external performance criteria.
4. Ensure works are completed in accordance with Occupational Health and Safety Regulations and GWMWater procedures.
5. Identify and analyse the applicability of new technologies to ensure that the treatment plants are operating efficiently and effectively.
6. Develop business cases, reports and papers.
7. Optimise the use and setup of the remote monitoring via the SCADA network and identify areas where SCADA monitoring could reduce operational and safety risks.
8. Manage, lead and direct the activities of operational staff in day-to-day operations and maintenance activities, and in the performance of activities to achieve organisational goals.
9. Work with Network Systems and Planning to lead the preparation of annual Operational and Maintenance budgets for Treatment Plants.
10. Investigate works proposals and arrange appropriate actions, including co-ordination of capital works.
11. Provide waste water treatment process and plant management support to Regional Operations Managers.
12. Demonstrate leadership and enthusiasm to staff within the Division, and motivate those staff to achieve the performance levels expected of the Division.
13. Identify and assist in the solution to any communication and workflow problems observed by suggesting improvements and enhancements to existing systems and processes, in accordance with GWMWater procedures.
14. Promote and facilitate a culture of cross collaboration and integration both within the Division and across the organisation with a team based approach to problem solving.

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15. Undertake other duties and functions as directed, commensurate with current level of skills and classification.

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## KEY SELECTION CRITERIA

### Qualifications, Knowledge, Experience and Skills (KS 9, 10, 16, 22)

#### Essential

- Extensive experience in Water Treatment Plants and their processes
- A sound knowledge of works administration, budgeting, business analyst processes and financial procedures
- Extensive exposure to Asset Management principles and concepts
- Able to apply theoretical and scientific knowledge to solve new problems in technical and other areas
- Well-developed computer skills
- Possess strong written and verbal communication skills
- Demonstrated ability to manage, motivate and lead a team of specialist staff operating in a commercial environment to provide essential services to customers
- Proven ability to be self-motivated with an ability to work independently
- Proven ability to influence the attitudes of others in affecting organisational and cultural change

#### Desirable

- Tertiary qualifications in engineering or relevant discipline
- Qualifications in water treatment and waste water treatment
- Graduate or Post Graduate qualifications in Asset Management

#### Certificates, Licences and Registrations:

- Current Victorian motor vehicle licence

#### Attributes (Personal Qualities) (PQ 1, 8, 11, 17)

- Conceptual and analytical ability
- Drive and commitment
- Initiative and accountability
- Teamwork

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## AUTHORISATION and APPROVAL

**PREPARED ON:** July 2022

**PREPARED BY:** Nick Mumford

**REVIEWED BY:** Craig Turvey

**APPROVED BY:** Nick Mumford