

**A THRIVING REGION OF OPPORTUNITY WHERE OUR COMMUNITIES
ENJOY A VIBRANT LIFESTYLE**

Environmental Officer

Division	Projects and Asset Services	Department	Waste Services
Reports To	Coordinator Waste Planning and Compliance	Direct Reports	No

Position Purpose

Provide effective environmental compliance monitoring across MBRC's waste facilities and closed landfills and specialist technical advice on a range of complex waste matters to internal stakeholders to ensure the delivery of effective, efficient and compliant waste operations and projects.

Key Responsibilities and Outcomes

Operational

- Review, update and manage Waste Services environmental management plans and monitoring programs as directed and in accordance with approved regulatory permits and internal process and procedures.
- Undertake environmental facility audits, event investigations, regulatory monitoring across all MBRC waste facilities, transfer stations and closed landfills, in accordance with approved operational permits, waste management plans and procedures.
- Liaise constructively with waste facilities supervisory and non-supervisory staff as appropriate with respect to environmental compliance matters.
- Accurately report and update all data and observations generated from field sampling, laboratory analysis, facility audits, event investigations and regulatory monitoring, including reviewing and analysing data trends as required by regulatory approvals and waste plans and procedures.
- Where environmental issues are identified, identify causes, research solutions and assist in the development and delivery of follow up projects.
- Prepare accurate compliance and incident reports to present internally or to regulatory authorities.
- Prepare and review project briefs, scope of works, specifications and associated documentation for waste and environmental management programs, projects and services for implementation by Council, contractors or service providers.
- Develop and assist with the delivery of a range of assigned technical waste management projects aimed at improving waste disposal methods, achieving best practice environmental outcomes and increase resource recovery of valuable waste products in line with circular economy principles.
- Undertake assigned tasks in accordance with quality and Workplace Health and Safety Act, Regulations and objectives, identify environmental related issues that may impact on health and safety at the waste sites and escalate accordingly in order to manage possible risks.
- Assist with procurement of goods, services and contracts for delivery of environmental and construction projects in accordance with Council's procurement policies.
- Assist with the delivery of waste and resource recovery community education programs related to environmental programs and projects, including sharing of specialist waste management knowledge.

Values

At Moreton Bay Regional Council we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a team member, you will take individual accountability for demonstrating the values, expectations and behaviours.



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Decision Making

Budget - \$NIL

Delegations - Delegations under the *Local Government Act 2009* and as directed and published in Council's Delegation Register.

Knowledge & Experience

- High level of communications skills, particularly written, presentation and verbal in order to deliver on the responsibilities relevant to this position.
- High level team work and collaboration skills across all levels, internal and external to Council.
- Strong skills in the discipline of environmental management with respects to waste and resource recovery operations.
- Demonstrated strong time management skills and the ability to manage conflicting priorities and meeting deadlines.
- Well-developed understanding and application of project management principles within a team environment.

Qualifications

- Degree in environmental science, environmental engineering or other relevant field.
- Current C class drivers licence.
- Construction Induction Card competency that has been used or obtained within the past 2 years.

This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.