

Technical Support Officer – Utilities

Position Description

Directorate	Operations	Department	Civil Services
Reports To	Team Leader Technical Operations - Projects	Direct Reports	No
Queensland Local Government Industry Award - State 2017 - Stream	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services	City of Moreton Bay Certified Agreement 2025 EBA6 Wage Level	Schedule 1, Level 3

Position Purpose

This position will provide support and technical advice in assisting the broader Technical Utilities team in the effective and efficient coordination and management of utilities.

Key Responsibilities and Outcomes

As a Technical Support Officer – Utilities and member of the Civil Services you will:

- Investigate and assess the impact of utility defects within council road reserves, parks, open spaces and facilities, with the objective to manage utility providers to provide a safe network for the broader community.
- Provide timely advice and responses to service utility providers and other authorities regarding utility related defects within the network.
- Undertake site inspections as required, to enable accurate assessment of defects and to ensure council assets have been left in the agreed condition upon rectification.
- Provide support to Team Leader Technical Operations - Projects & Technical Officer - Utilities to ensure quality delivery and implementation of utility projects impacting council road reserves, parks, open spaces and facilities.
- Provide support to the Technical Officer - Utilities by assessing relevant applications and referrals on behalf of Civil Services.

Our Values

Our values:
guiding how we
work and shaping
our future.



Decision Making	
<i>Budget</i>	N/A
<i>Delegations</i>	Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience
<ul style="list-style-type: none"> • Well-developed understanding of the stages of project delivery in a civil infrastructure work environment. • Demonstrated relevant experience in the maintenance and construction of civil infrastructure. • Well-developed level of experience in the provision of a broad range of technical options relevant to civil infrastructure project delivery. • Solid level of experience in building high quality relationships with a range of internal and external stakeholders. • Good level of ability to work constructively in a team environment ensuring that team members are valued and encouraged to meet a range of objectives.

Qualifications
<ul style="list-style-type: none"> • Certificate III in Civil Construction, Project Management or relevant field or have demonstrated relevant experience • Construction Induction Card competency that has been used or obtained within the past 2 years. • Current C Class Driver's Licence.

Note: 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.