

Technical Officer Development Compliance

Division	Planning	Department	Development Services
Reports To	Development Compliance Lead - Program Development	Direct Reports	No

Position Purpose

This position will provide technical support to the development compliance team in the investigation of potential development offences relating to the land use and development matters to meet the needs of the community within the Moreton Bay Regional Council area.

Key Responsibilities and Outcomes

Operational

As a Technical Officer within the Development Services team you will:

- Provide technical support into the investigation of potential development offences relating to the land use and development matters.
- Support the development compliance process including seeking and executing power of entry obligations.
- Prepare high quality technical reports, procedures and correspondence to support the development compliance process.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.
- Engage proactively with key stakeholders to ensure quality service outcomes are achieved and constructively deal with any customer services enquiries or complaints referred for action.

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.



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

Decision Making

Budget - Nil

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

Knowledge & Experience

- Working knowledge in the principles and practices relating to development compliance.
- Awareness of the Planning scheme, and the Adopted Infrastructure Charge Resolution.
- Ability to prepare high level technical reports, procedures and correspondence.
- Demonstrated experience in applying relevant planning and development legislation and policy.
- Well developed communication skills to meet the needs of a range of internal and external stakeholders with the ability to work in a positive team environment communicating and engaging effectively at all levels.

Qualifications

- Diploma in Town Planning or equivalent.
- General Induction licence (White Card).
- Current C class driver's licence.

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.