

Role Description



Position Title Senior Waste Facilities Officer

Position Number WTS125

Purpose of Role

Coordinate the operations of medium scale designated waste management facilities, transfer stations and related waste management services.

Specific Responsibilities

Supervise the day to day operations and service delivery of medium scale waste management facilities including construction, operations and maintenance, landfills, transfer stations and treasure market facilities in accordance with legislative and department requirements.

Effectively supervise and develop on-site employees and contractors ensuring service delivery standards are met.

Coordinate and evaluate on-site waste management operational contracts.

Analyse and interpret environmental monitoring data and implement approved actions for statutory compliance and continuous improvement.

Scope and manage the implementation of specific projects (including capital works), technical reports and grant applications relevant to the designated waste management facility for continuous service improvement at facility and department levels.

Contribute to the development and implementation of the annual budget, operational plan and key performance indicators for all services of the designated waste management facility in line with department and senior management requirements.

Conduct site inspections to review activities and processes and initiate improvement actions.

Contribute technical input to the development of waste facilities management operational strategies and policies.

Work Experiences and Skills – essential

Experience in the construction and supervision of waste management facilities or similar civil projects.

Knowledge of and demonstrated experience in the implementation of statutory and best practice environmental management practices, including landfill construction or similar civil projects, applicable to the delivery of waste services.

Demonstrated project management experience, supported by demonstrated experience in producing technical reports.

Well developed people and relationship skills with demonstrated ability to work in a team environment communicating and motivating effectively at all levels of the organisation, contributing to a positive work environment with a strong focus on provision of quality customer service.

Academic, Trade Qualifications and other Licences – essential

Degree in engineering (civil or environmental), science, waste management or other relevant field.

Current C class driver's licence.

Construction Induction Card competency that has been used or obtained within the past 2 years.

Recordkeeping

In accordance with Council's recordkeeping guideline, ensure that full and accurate records are made of all business transactions conducted on behalf of Council and that these records are appropriately kept and stored in the appropriate corporate information management systems.

Health, Safety and Environment

Ensure your safety and that of your work colleagues at work whilst complying with Council's workplace health and safety policies, procedures and practices. At no time are you to perform work duties in an unsafe manner. You must always ensure all risks associated with your work tasks are identified and control actions are implemented before work commences.

Work Location

You may be required to perform your role from any work location within the region.

Diversity Undertaking

You may be required to perform duties outside the specific responsibilities within the limits of your skill, competence and training.

Organisational Expectations

