

MELBOURNE WATER POSITION DESCRIPTION

CREW MEMBER

REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Supervisor	Nil.
THIS ROLE EXISTS TO: (PURPOSE)	
The Crew Member is responsible for the implementation and delivery of work involved in Waterways and Land maintenance activities. The work is to be completed in a safe, effective and efficient manner consistent with business objectives.	
KEY ACCOUNTABILITIES:	
The Crew Member is accountable for the successful delivery of maintenance activities across geographical area of Melbourne Water's land and Waterways.	
KEY RESPONSIBILITIES	KPIs
<ul style="list-style-type: none">Bush land and waterways management, landscape construction and maintenance activities	<ul style="list-style-type: none">Site inspectionsCustomer feedback
<ul style="list-style-type: none">Contribution to the successful delivery of maintenance and project outcomes	<ul style="list-style-type: none">Non-conformance reports
<ul style="list-style-type: none">Take care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.Maintenance of personal and company protective equipment and clothing	<ul style="list-style-type: none">Safety LeadershipIncident statistics and reportsAccurate and timely reporting of all incidents, near misses and hazards
<ul style="list-style-type: none">Compliance with company Quality Assurance system	<ul style="list-style-type: none">Non-conformance reports
<ul style="list-style-type: none">Recording of works undertaken	<ul style="list-style-type: none">Accurate recording and reporting
<ul style="list-style-type: none">Ensure plant is maintained and operated safely	<ul style="list-style-type: none">Level of unplanned maintenanceIncident reportsZero Harm
<ul style="list-style-type: none">Responding to call outs as per Incidents and/or Emergency ResponseOther related tasks as required by management	<ul style="list-style-type: none">Adherence to GEMS (Melbourne Water's General Emergency Management System)
SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:	
<ul style="list-style-type: none">Demonstrated experience and capabilities in working in an external maintenance environment, preferably in a natural resources environment.Demonstrated problem solving skills, including the ability to deliver the appropriate waterway and land outcomesSound interpersonal skills and an ability to communicate clearly and effectively with a wide range of people both within Melbourne Water, external organisations and with the general public, sometimes in conflict situations.Demonstrated ability to work and contribute in a team environment to improve processes, respond to various demands and manage multiple activities simultaneously.Demonstrated ability to work with contractors/consultants.Demonstrated ability to use initiative and innovation in a range of tasks.	

Job Level: EA level
Assessed by: P and C
Date: April 2015



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KEY RELATIONSHIPS:

All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

INTERNAL

The Crew Member is required to communicate with a broad range of internal teams. Communication with internal stakeholders includes provision of advice on specific programs, projects, procedures and policy relating to waterway maintenance.

EXTERNAL

The Crew Member is required to communicate with numerous external stakeholders including private landholders, local governments, community groups, consultants, members of the general public and various other government agencies including VicRoads, the Environment Protection Authority, the Department of Environment and Primary Industry and Catchment Management Authorities.

SALARY RANGE:

- EA level, plus 9.5% superannuation

OTHER COMMENTS:

This role requires the following:

- Criminal Records Check
- Medical Assessment
- Ability to swim at a competent level due to any work near, on or in water
- Manual driver's licence
- Construction Induction Card
- AgVet
- Chainsaw licence

Location: Brooklyn, Croydon or Bangholme

Job Level: EA level
Assessed by: P and C
Date: April 2015

