

# POSITION DESCRIPTION

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<b>Position Title:</b>	Control Systems Engineer
<b>Position Number/s:</b>	INF-145
<b>Employment Type:</b>	Full Time Permanent
<b>Agreement:</b>	Charters Towers Regional Council Union Collective Certified Agreement 2023
<b>Award:</b>	Queensland Local Government Industry (Stream A) Award – State 2017
<b>Classification:</b>	Level 6-7
<b>Directorate:</b>	Infrastructure Services

## POSITION OBJECTIVE

The Control Systems Engineer is responsible for managing, instilling, operating, documenting and maintaining Council's Instrumentation, SCADA and PLC Systems (including controls and telemetry) used in the safe and effective operation of electrical assets. The position will ensure that Council's water and wastewater field data acquisition systems operate accurately and efficiently, and that the data gathered is relevant and used correctly.

## ORGANISATIONAL RELATIONSHIPS

Reports to: Senior Officer Water and Wastewater  
Directly Supervises: Nil

## DELEGATIONS

In accordance with Charters Towers Regional Council's Register of Delegations

## KEY RESPONSIBILITIES

1. Undertake in the installation, commissioning, operation, maintenance and decommissioning of relevant electrical assets across a broad range of technologies.
2. Carry out preventative and corrective maintenance procedures on instrumentation and SCADA / telemetry / PLC equipment so that the required levels of functionality and reliability are maintained.
3. Investigate and design new systems, processes, technology and equipment and develop associated supporting work procedures and practices.
4. Where necessary, provide assistance, advice and supervision to Council's qualified electricians to ensure minimal impact on ongoing operations.
5. Undertake work whilst minimising the impact on critical services such as water treatment and supply and sewerage transport and treatment.
6. Manage, coordinate and supervise relevant technical works with Council's qualified electricians to ensure minimal impact on ongoing operations.
7. In consultation with the Manager Water and Wastewater, and other staff as applicable, establish budgetary requirements and manage resources effectively to ensure the successful implementation of all activities.
8. Prepare time and costing estimates for all works undertaken, including the monitoring and evaluation of progress of tasks against the prepared estimates to ensure timely and cost-effective outcomes for Council.

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9. Identify opportunities to improve the efficiency of operations leading to improved service delivery and/or cost savings and improved revenue opportunities.
10. From time to time undertake electrical tasks to assist other work groups within Council.
11. Identify training and development needs and participate in on the job or trade related training as appropriate.
12. Liaise and communicate with Council staff, managers and members of the community.
13. Ensure all electrical activities are undertaken with a high regard for personal, workplace and community safety.
14. Participate in an "On Call" roster with other trades staff as required.
15. Comply with Councils Workplace Health and Safety Management System including; WHS policies, SWMS, procedures and lawful instructions or directions given in the workplace. Employees must comply with their obligations under the Work Health and Safety Act 2011. These obligations include reporting of injuries, incidents and hazards, not to wilfully injure yourself or someone else and wearing and maintaining personal protective equipment according to Council procedure.
16. Comply with reasonable and lawful directives given in the workplace and undertake any other duties associated with the role, as reasonably directed and within the scope of the requirements of the role.

## POSITION REQUIREMENTS

### | Knowledge, skills and abilities |

#### Essential:

- Significant experience in the installation, operation and maintenance of equipment associated with the water and wastewater industry, including electrical controls, instrumentation and motor controls
- Well developed technical trade and post trade skills relevant to the equipment associated with the water and wastewater industry.
- Demonstrated working knowledge of electrical control technology, particularly instrumentation, SCADA and PLC systems relevant to the water and wastewater industry.
- Good working knowledge of the civil infrastructure and the mechanical equipment that is generally used in water and sewerage facilities.
- Good organisational skills and the ability to determine work priorities.
- The ability to work under minimal supervision, either individually or as part of a small team.
- Good verbal and written communication skills, including the ability to liaise and negotiate with a wide range of people at all levels.

### | Education/Qualifications |

#### Essential:

- General Safety Induction Certificate (Construction Industry) "Blue/White Card".
- Relevant electro-technology qualifications.

#### Desirable:

- Electrical Engineering Degree.

### | Licences |

#### Essential:

- Possession and maintenance of a current Queensland 'C' Class Driver Licence.

#### Desirable:

- ACMA Accredited Cabling Licence
- Possession of a current High Risk Elevated Work Platform license (WP).
- Possession and maintenance of a current Queensland 'HR' Class Driver Licence.

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## PHYSICAL REQUIREMENTS/POSITION ENVIRONMENT

- This position requires the incumbent to undertake field work exposed to inclement weather.
- The ability to carry out the physical requirements of the position – manual handling, physical labour.
- This position may be required to work weekends and/or overtime as directed.
- This position may be required to work and camp throughout the Council region.
- Council is committed to providing and maintaining a safe and healthy workplace. This includes taking all steps that are reasonably practicable to prevent the spread of preventable occupational diseases. In accordance with Councils P0199 Vaccinations and Health Monitoring Procedure, positions exposed to occupational diseases will be subject to the Workplace Immunisation Program.

## POSITION DESCRIPTION AUTHORISATION

Position descriptions cannot provide a definitive list of duties and responsibilities. This position description is subject to change from time to time as Charters Towers Regional Council may be developed or restructured. Any such reorganisation of duties shall be the subject of discussion with the position incumbent.

**Supervisor:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_

**Executive Manager:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_

## POSITION ACCEPTANCE

I accept the Position Description as stated above and acknowledge that it may require amending or updating periodically due to changes in responsibilities or organisational requirements. Changes to position descriptions will be in accordance with the position classification and consistent with the purpose for which the position was established.

**Incumbent:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_