



## Department of Natural Resources and Environment Tasmania

### Statement of Duties

<b>Position title</b>	Assistant Hydrographer
<b>Position number</b>	709306
<b>Division/Business Unit/Branch</b>	Primary Industries & Water / Agriculture & Water / Water Monitoring
<b>Award/Agreement</b>	Tasmanian State Service Award
<b>Classification</b>	General Stream, Band 3
<b>Position Status</b>	Permanent
<b>Full Time Equivalent (FTE)</b>	1.0 FTE (minimum 0.80 FTE, by negotiation)
<b>Ordinary hours per week</b>	36.75 hours (minimum 29.40 hours, by negotiation)
<b>Location</b>	Launceston
<b>Reports to</b>	Section Head, Water Monitoring

#### Position Purpose

The purpose of the role is to monitor, analyse and report on the water resources of Tasmania and ensure the effective collection and archiving of water resource data. Build, maintain and repair streamflow infrastructure and water monitoring equipment as required.

#### Major Duties

- Assist in the efficient collection, collation and reporting of State wide water quantity and quality data using a range of standard techniques or modifications to these techniques as may be necessary.

- Build, maintain and carry out simple repairs to water monitoring equipment and streamflow infrastructure for Water Monitoring Section within the Water Management and Assessment Branch.
- Maintain specialised Hydrometric and Water Quality field equipment for the collection of water resource information.
- Use advanced skills in the fabrication of equipment and construction of sites.
- Perform any other assigned duties at the classification level that are within the employee's competence and training.

### **Responsibility, Decision Making and Direction**

The occupant of the position is responsible for:

- maintaining practices, methods and standards and their modification as appropriate to provide satisfactory solutions for complex operational issues;
- maintaining quality control of outcomes;
- assisting a supervisor to ensure less qualified or experienced staff receive appropriate instruction, guidance and performance feedback; and
- a safe working environment by complying with relevant Work Health and Safety (WHS) legislation, codes of practice and policies, procedures and guidelines issued under the Department's WHS Management System.

The decision making and direction in relation to the role are that:

- general instructions are provided other than for more complex and unusual requirements which do not have clear guidelines or precedents;
- the occupant exercises independent judgment in the practices, methods and standards to be applied, and the planning and timing required to complete complex, diverse tasks; and
- creativity and initiative are required to provide options, recommendations and solutions to satisfy non-standard requirements and satisfy client and stakeholder requirements.

### **Knowledge, Skills and Experience (Selection Criteria)**

1. Knowledge and expertise in the collection, management and assessment of water data from water catchments.
2. Knowledge and expertise of basic scientific measurement methodologies and quality control.
3. The ability to exercise independent judgment in the practices, methods and standards to be applied and the planning and timing required to complete complex, diverse tasks; together with the ability to be creative and show initiative to provide options, recommendations and solutions to satisfy non-standard requirements.
4. Well-developed interpersonal and communication skills with the ability to explain operational procedures and provide information to, and liaise with clients, stakeholders and members of the public and work effectively as part of a small team



in field and office situations. Experience in assisting with the implementation of field programs and the preparation of brief reports on these activities.

5. The ability to exercise independent judgment in the practices, methods and standards to be applied and the planning and timing required to complete complex, diverse tasks; together with the ability to be creative and show initiative to provide options, recommendations and solutions to satisfy non-standard requirements.
6. Good organisational skills to enable the coordination and management of a variety of tasks at the same time and the planning and accurate completion of tasks within pre-determined time frames.

## Position Requirements

### Desirable Qualifications and Requirements

- A relevant qualification in Water Industry Operations or progress towards a qualification.
- Unrestricted driver's licence.
- Ability to swim.
- Ability to work at heights.
- Swift Water/Boating training.
- A current First Aid certificate.

### Working at NRE Tas

At NRE Tas, the work you do will be part of our core purpose 'delivering a sustainable Tasmania'. We have a vision of a future Tasmania where our natural resources, cultural values and environment are recognised and used sustainably to support our future prosperity. The work we do day to day is guided by our strategic priorities and directly contributes to this vision of the future.

Our 'How we Work' framework identifies 4 key principles which shape how we work with each other, our stakeholders and the community.

We put **Tasmania**  
at the **heart** of  
**everything**  
**we do.**



We act with  
**integrity.**

We **pursue** the  
**extraordinary.**

We work  
**together.**



We aim to attract, recruit and retain people who will uphold these principles and align to NRE Tas' purpose and vision for the future.

The expected behaviours and performance of State Service employees are enshrined in the *State Service Act 2000* through the State Service Principles and Code of Conduct. These can be located at [www.dpac.tas.gov.au/divisions/ssmo](http://www.dpac.tas.gov.au/divisions/ssmo).

**The Department's website at [www.nre.tas.gov.au](http://www.nre.tas.gov.au) provides more information.**

### **Diversity and Inclusion**

We have an inclusive culture of equity and belonging where the full participation and the unique qualities of each person are respected and valued. We support people to be themselves so they can bring their full self to the workplace. We understand the benefits that diverse backgrounds, skills and contributions our people bring.

### **Safe Workplaces**

We seek to provide an environment that promotes safe work practices, supporting physical and psychological safety and are focused on continually improving our WHS and Wellbeing performance. We all take responsibility to keep ourselves and each other safe.

We do not tolerate discrimination, harassment or bullying in the workplace and have zero tolerance towards violence, including child abuse and harm, and any form of family violence and/or gender-based violence. We will take an active role to support employees and their families by providing a workplace environment that promotes their safety and provides the flexibility to support employees to live free from violence.

We are committed to building a positive and proactive child safe culture to support child safety and wellbeing and prevent harm to children and young people.

