



DIRECTOR TECHNICAL SERVICES

Are you looking for a new challenge in a unique location? Do you have strong leadership and management skills and experience in managing the delivery of technical services?

Aurukun Shire Council is looking for a suitably qualified person, to oversee road and building construction/maintenance, parks and gardens, waste management, water sewerage and waste services, airport operations, disaster management, asset management, natural resources management, logistics and supply management.

The person we are looking for should have:

- Tertiary qualifications in Civil Engineering or appropriate discipline.
- Experience leading teams to achieve agreed outcomes.
- Knowledge of water supply and sewerage infrastructure, building approval processes and subdivision approval and development.
- Understanding of contemporary human resource and financial management.
- Strong oral and written communication, negotiation and interpersonal skills and an ability to develop and implement plans.
- Knowledge of Local Government legislation and regulations preferred.
- Experience in successfully communicating, negotiating and interacting with Aboriginal and Torres Strait Islander peoples and knowledge of their culture and customs.
- Experience of living and working in a remote community is desirable.

Aurukun is located a 1.5 hour flight from Cairns and has a full range of community services including bank and postal agencies, arts centre, airport, aged and child care, community police and supermarket.

Applications including a CV and cover letter are to be sent to: recruitment@aurukun.qld.gov.au by COB 10 August 2022. Applications may be processed prior to this date.

For additional enquiries contact HR Manager, Cadie Fitzgerald, (07) 4060 6855 or 0418 387 516.

Application Information - Director Technical Services

<p>1. About Aurukun</p>	<p>Aurukun township is located a 1.5 hour flight from Cairns and provides a full range of community services including bank and postal agencies, arts centre, airport, aged and child care and community police.</p> <p>Aurukun Shire Council includes much of the traditional country of the Wik, Wik Waya and Kugu people and delivers a wide range of services to the Community. It has rare and beautiful environmental values and with the Traditional Owners, is proud of to be part of the country and traditional culture which is strong within the community.</p> <p>Additional information can be found on Aurukun Shire Council's Facebook Page and website http://www.aurukun.qld.gov.au/</p>
<p>2. Applications</p>	<p>Your application must address the selection criteria listed below using relevant workplace examples to support your responses.</p> <p>You must have the right to work and live in Australia.</p>
<p>3. Selection Criteria</p>	<p>All applications must address the following Selection Criteria:</p> <ul style="list-style-type: none"> • Tertiary qualifications in Civil Engineering or appropriate discipline. • Experience leading teams to achieve agreed outcomes. • Knowledge of water supply and sewerage infrastructure, building approval processes and subdivision approval and development. • Understanding of contemporary human resource and financial management. • Strong oral and written communication, negotiation and interpersonal skills and an ability to develop and implement plans. • Knowledge of Local Government legislation and regulations preferred. • Experience in successfully communicating, negotiating and interacting with Aboriginal and Torres Strait Islander peoples and knowledge of their culture and customs. • Experience of living and working in a remote community is desirable.
<p>4. Qualifications</p>	<p>All applications MUST include colour copies of:</p> <ul style="list-style-type: none"> • Qualifications, certificates and licences relative to this position • Current Driver's Licence.
<p>5. Remuneration</p>	<p>The remuneration package for Director Technical Services includes:</p> <ul style="list-style-type: none"> • Annual salary: \$145K (Dependent on experience) • 5 weeks annual leave • Up to 17.5% annual leave loading • 8 days Isolation Leave • Generous Superannuation Plan through Local Government Investments Australia (LGIA) or to a complying superannuation fund of your choice • Housing: \$61.00 per week for 2 BR unit or similar • Power: Reimbursable up to \$2,600.00 per annum • Vehicle: Includes full private use within QLD in accordance with the Council Vehicle Fleet Policy • Flights: Two return flights from Aurukun to Cairns per annum • Relocation: Expenses up to \$4,000.00 in accordance with the Relocation Policy.
<p>6. Submitting Applications</p>	<p>Applications including a CV and covering letter addressing the Selection Criteria, are to be sent to: recruitment@aurukun.qld.gov.au.</p>
<p>7. Recruitment and Selection Process</p>	<p>Shortlisted applicants will be contacted for preliminary interviews within two weeks from closing date. Reference checks will be conducted for successful applicants. This may include previous employers/managers.</p>

Position Description

Job Title	Director of Technical Services
Organisational Context	Aurukun Shire Council is an Indigenous community with a population of around 1400 people. Council provides a variety of services to the community that include provision of education, health, community and welfare services; operation of airport, postal and bank agencies; development and maintenance of roads and housing. Funding is received through both State and Federal governments.
Department	Technical Services
Location	Aurukun
Reports to	Chief Executive Officer
Position Scope	The Technical Services Director is responsible for the efficient delivery of all technical services to the Aurukun community and Council including, road construction and maintenance, building construction and maintenance, parks and gardens, waste management, water sewerage and waste services, airport operations, disaster management, asset management, natural resources management and logistics and supply management.
Employees Supervised	Workshop Supervisor, Technical Officer, Plumber, Electrician, Works Manager, Airport Manager, Roads Projects Supervisor, Relief Airport Manager, Building, Construction & Maintenance Supervisor.
Qualifications and Experience	<ul style="list-style-type: none"> • Demonstrate experience in successfully communicating, negotiating and interacting with Aboriginal people and demonstrated knowledge of Aboriginal culture and customs; • Tertiary qualifications in Civil Engineering or appropriate discipline; • Demonstrated knowledge of water supply and sewerage infrastructure; • Demonstrated knowledge of building approval processes; • Demonstrated knowledge of subdivision approval and development; • Demonstrated strong oral and written communication, negotiation and interpersonal skills; • Demonstrated experience leading teams to achieve agreed outcomes and meet compliance requirements both quality and timeliness; • Understanding of contemporary human resource and financial management; • Demonstrated ability to develop plans, implement them and to measure results; • Demonstrated commitment to continuous improvement and passion for improving service delivery and business improvement; • Knowledge of Local Government legislation and regulations or the ability to obtain such knowledge. • Demonstrated change management skills. • Commitment to keeping updated with changes to legislative compliance in relation to the technical field.

<p>Key Accountabilities</p>	<ul style="list-style-type: none"> • Provide leadership to the staff that form the Technical Services department; • Contribute to the ASC management team in a proactive and constructive manner; • Participate in the formation of the budget for the department and to monitor the performance of the department against the adopted budget; • Ensure the delivery of all services that the department is responsible for in an efficient and effective manner and in accordance with the Council's adopted annual operational plan; • Pursue the goals and objectives of ASC's 5 year Corporate Plan; • Provide meaningful and timely reports to Council and CEO as required to assist with decision making; • Monitor the performance of all staff within the department to ensure a positive culture of staff development, support and performance improvement; • Identify skill shortages and liaise with HRM to arrange staff development and training. • Contribute and assist the CEO in the development of strategy to build a better community of Aurukun and to build a strong, responsive and agile Council organisation; • Ensure compliance with all ASC policies including the Code of Conduct and behaviour at all times that supports the Council's values. • Ensure a continuous improvement approach to the department by constantly evaluating department input and seeking to improve efficiencies.
<p>KPI's</p>	<ul style="list-style-type: none"> • Completion of Projects within allocated time frame • Liaison with Key Stakeholders as required and recording of meeting in accordance with organisational guidelines. • Efficient, concise and effective decision making under pressure. • Ensure staff turnover kept to a minimum • Performance evaluation completed regularly on all staff and performance management put in place in conjunction with HRM when required. • All legislative requirements met – measured by stakeholder feedback • Reporting submitted within the time frames required. • Provide current professional and concise information to the CEO and Council to assist in decision making • Provide effective leadership including but not limited to development of staff commitment, increased levels of morale and a positive team environment – Measured by a reduction in staff turnover and complaints.