

GIS & ASSETS OFFICER – FULL TIME – GUNDAGAI RE-ADVERTISED

GIS & ASSETS OFFICER – FULL TIME – COOTAMUNDRA RE-ADVERTISED

These positions develop and maintain geographic information systems (GIS) and asset management systems to record all Council assets including details such as location, cost, and condition, and ensure such systems are maintained and accessible. To plan and carry out asset inspections and survey, in a timely manner, for roads, footpaths, culverts, bridges, stormwater drainage, water and sewerage facilities and other capital or maintenance works projects, including public recreational facilities, to ensure the location and condition of the asset is adequately determined and monitored. Also to plan and carry out asset inspections and survey, in a timely manner, for roads, footpaths, culverts, bridges, stormwater drainage, water and sewerage facilities and other capital or maintenance works projects, including public recreational facilities, to ensure the location and condition of the asset is adequately determined and monitored.

Applications for this position close at 5pm on Friday 5 April 2024 @ 5pm.

OPERATIONS ENGINEER – FULL TIME – COOTAMUNDRA RE-ADVERTISED

The successful applicant will lead Council's Engineering operations team, which includes GIS / Assets, roads, road safety and related functions in the planning, delivery, maintenance, upgrade and improvement of Council's roads and related assets. Carry out professional civil engineering survey design and estimating works for roads, footpaths, culverts, bridges, stormwater drainage, water and sewerage facilities and other capital or maintenance works projects, including public recreational facilities, to ensure completion to engineering standards and to provide quality, timely, effective, and innovative solutions, with a focus on professional engineering advice to Council's technical, engineering and management staff.

Applications for this position close at 5pm on Friday 5 April 2024 @ 5pm.

WATER & SEWER COORDINATOR – FULL TIME - COOTAMUNDRA

This position is to lead the internal water and sewer functions of Council ensuring that construction, operation, maintenance to water supply and sewerage infrastructure is performed effectively and efficiently. To deliver quality water supply and sewerage systems, in accordance with environmental and health standards, and State legislation.

Some key responsibilities include: Provide leadership and direction to the Water and Sewerage team to ensure the safe operation, monitoring, quality, maintenance, monitoring improvement and/or development and construction of infrastructure, systems and processes, and timely delivery of Water and Sewerage services to the Cootamundra delivery area within regulatory requirements. Lead in the planning, development and implementation of capital works projects, including specifications and in contractor management for all improvement and replacement initiatives.

Applications for this position close at 5pm on Friday 5 April 2024 @ 5pm.

CEMETERIES ATTENDANT/RANGER – GUNDAGAI – FULL TIME

This position assists in the excavation and preparation of gravesites for burial at Council Cemeteries.

Provides grounds' keeping, repairs and maintenance and cleaning services at the Council cemeteries and other designated public areas. Supports and relieves the Ranger to attend to compliance matters.

Key responsibilities include: Ensures a high level of presentation of surroundings for mourners and visitors at Council cemeteries. Ensures graveside areas are prepared in co-operation with funeral directors in a timely and sensitive manner. Routinely clean Council's public amenities to a high standard to provide hygienic facilities for the general public.

Ensures grounds' keeping at Council cemeteries complies with the Voluntary Conservation Agreements covering those locations.

Ensure compliance with Council's Work Health & Safety and Risk policies and procedures for the provision of worker and public safety.

Assist and relieve Council's Rangers to attend to compliance matters under the Companion Animals Act, POEI Act, Local Government Act, Impounding Act and Roads act and assist with dog control duties, pound maintenance and the welfare of impounded animals.

Working within Council's Park and Gardens team, including labouring, mowing, spraying and other duties as required.

Applications for this position close at 5pm on Friday 29 March 2024 @ 5pm.

Further information and a Position Descriptions for the above are available by contacting Human Resources on 1300 459 689 or Council's website www.cgrc.nsw.gov.au.

NOTE: Applicants must adequately address the selection criteria contained in the Position Description. Failure to do so may result in your application not being considered. Applicants must also include a Resume.

Applications, are to be addressed to the Interim General Manager and should be submitted by the closing date by post to Cootamundra-Gundagai Regional Council, PO Box 420, Cootamundra NSW 2590, delivered to Council's offices at Cootamundra or Gundagai or by email to mail@cgrc.nsw.gov.au

**CHECK OUT THE WEBSITE AS NEW POSITIONS ARE GOING ONLINE
REGULARY. [POSITIONS VACANT | Cootamundra Gundagai Regional
Council \(nsw.gov.au\)](http://www.cgrc.nsw.gov.au)**