

Site Operations Team Leader

Position Description

Directorate	Project Delivery and Waste	Department	Waste and Resource Recovery (W&RR)
Reports To	Coordinator Waste and Resource Recovery Facilities	Direct Reports	Yes
Queensland Local Government Industry Award - State 2017 -Stream	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services	City of Moreton Bay Council Certified Agreement 2025 EBA 6 Wage Level	Schedule 1, Level 7 to 8

Position Purpose

Provide leadership and coordination of the operations of large scale and complex designated waste management facilities, transfer stations and related waste management services to meet the needs of Council's residents, ratepayers, customers, commercial entities and regulators.

Position Context

Having regard for the varying scope and complexity of work required to be performed by a Site Operations Team Leader, this position has been approved as a broad-banded position. The intent is to allow the appointment of team members at an appropriate level based on their professional experience in comparison to the complexity of the tasks they will manage.

Key Responsibilities and Outcomes

As a Site Operations Team Leader you will:

- Manage the day-to-day operations and service delivery of large scale, complex waste management facility, including the end-to-end operations of landfill, transfer station and second-hand goods market in accordance with legislative and department requirements.
- Ensure that all staff and contractors on-site comply with site based management plans, protocols and conditions of the Waste Management Facility's Environmental Authority (EA) licence.
- Develop and manage the Waste Facility Team through a range of workforce management initiatives which drive a team culture of high performance, accountability and customer focus.
- Evaluate the effectiveness of Waste Management and a suite of Resource Recovery practices to determine and drive any change through a continuous improvement approach to achieve optimal service delivery.

- Build high level relationships across a range of diverse internal and external stakeholders to ensure quality service delivery outcomes are achieved.
- Manage the Waste Facility budget within the delegations for this position.
- Lead the governance and compliance of waste and resource recovery facility operations, ensuring operational activities consistently meet legislative, regulatory, environmental and workplace safety obligations through proactive monitoring and continuous improvement initiatives.

Additional Information

- Participate in on-call arrangements and undertake weekend work as required.

Our Values

Our values:
guiding how we
work and shaping
our future.



Decision Making

Budget	\$30,000
Delegations	Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience

- High level of experience and knowledge in operational requirements of landfills and waste facilities.
- High Level demonstrated knowledge of and experience in the implementation of statutory and best practice environmental management in landfilling, including cell construction.
- High level demonstrated knowledge of and experience in weighbridge operating systems and their use in a landfill or waste transfer station context.
- High level demonstrated knowledge of and experience in the QLD government waste levy and application to waste transfer stations and levy liable facilities.
- Demonstrate a high standard of governance and risk management practices.
- Strong experience in building productive relationships at all organisational levels across a range of departments driving collaborative outcomes.
- Strong experience in the development of individual and team capabilities.
- Actively contributing to fostering a healthy, inclusive and well-connected workplace.
- Lead self and others through change in a large complex organisation.
- Demonstrated experience is managing and driving high team performance.
- Applied knowledge of sound financial practices within a legislative environment.

Qualifications

- Current C class driver's licence.
- Construction Induction Card competency that has been used or obtained within the past 2 years.

Mandatory Vaccinations

- Employees appointed to this position are required to be fully vaccinated against Hepatitis A, Hepatitis B, and Tetanus.

Broad Banding Capability Framework

Level 7 - To perform this role the staff member will bring:

- Independently lead the safe, efficient and compliant operation of a large-scale waste management facility.
- Effectively manage day-to-day operational challenges and competing priorities to maintain service delivery outcomes.
- Foster a high-performing team culture through workforce leadership, coaching and accountability.
- Build strong working relationships across operational and service areas to support collaborative outcomes.
- Identify and implement opportunities to improve operational performance, customer experience and workplace safety.
- Exercise sound judgement in managing operational risks and resolving issues within established framework.

Level 8 - To perform this role the staff member will bring:

- Lead service delivery outcomes within highly complex environmental, regulatory and operational environments.
- Drive significant operational improvements and business initiatives that deliver sustainable service and financial outcomes.
- Anticipate emerging risks, trends and challenges and proactively implement strategies to address them.
- Influence decision-making and lead change across diverse stakeholder groups to achieve organisational objectives.
- Provide expert leadership and guidance on complex operational, environmental and compliance matters.
- Contribute to the future direction of waste and resource recovery services through innovation, strategic thinking and leadership.
- Relevant qualifications and/or experience in landfill engineering or a similar technical discipline.

Remuneration and Progression

Positions will be established with a range of Level 7 to Level 8, and team members will be appointed based on their demonstrated skills and experience commensurate with this framework.

Progression between Levels 7 and 8 will not be automatic. Reviews will be scheduled with each team member annually. Progression will be assessed on an individual basis with justification provided to the General Manager for their consideration utilising the Site Operations Team Leader Broad Banding Review Form, referencing the criteria outlined at each Level under this framework

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.