

Position description

Electrician / Electrical Technician

Position code:	93
Division:	Water and Sewerage
Location:	Moruya Depot
Band/Grade:	Administrative / Technical / Trades Band 2 Level 2 – Grade 11 to 13

Council values

At Eurobodalla Shire Council we embrace diversity and inclusion and value the contribution and experience of all our people. We are proud to work on Yuin Country.

Our Council Values represent “the way we do things around here.” We value collaboration, respect, teamwork, professionalism, openness and trust. Our values guide our decision-making and behaviour and underpin the interactions and professional relationships we have with others in our day-to-day work.

Values also contribute to our organisation's strategic direction and reinforce our commitment to creating a safe and mentally and physically healthy workplace. We strive to build a workforce culture that embraces work-life balance, wellbeing, and flexibility.

We encourage applications from people of all backgrounds and abilities.



We are collaborative

We ask for and share ideas, insights and knowledge.

We find strength and reward in working together.

We are respectful

We show respect and compassion to each other and our community. When there are issues, we go to the sources.

We show team spirit

We nurture and value our relationships, bringing out the best in each other.

We are professional

We act with integrity, take pride in our work and always think first of our community. We aim for excellence in all that we do.

We are open and trusting

We are upfront and sincere and trust our colleagues to respect our honesty and vulnerability. We look for the best in people and expect that in return.

Primary purpose of the position

To provide services encompassing maintenance, renewal, installation, verification and assessment of electrical, control, instrumentation and communication systems in the Water and Sewerage network.

Main duties and key result areas (KRA):

This role may be remunerated at two grades, either Grade 11 or 13. Additional requirements to achieve Grade 13 are indicated.

1. Install, service and verify complex electrical control and instrumentation equipment.
(Grade 13) Select and configure complex electrical control and instrumentation equipment.
KRA: Equipment such as programmable logic controllers, variable speed drives, soft starters, telemetry remote terminal units, data modems, flow, level and water quality instruments are installed, configured and verified to meet operational and regulatory requirements/parameters. (Grade 13) Devices and equipment are selected as optimal for the operating intent, cost, durability, and compatibility for existing systems).
2. Design and install complex control circuits which meet operational needs in delivering water and sewer services.
KRA: Control circuits effectively and efficiently meet operational and industry requirements. Workmanship is of a high standard so that asset service life is maximised.
3. Build, modify or install complex Switch and Control Gear Assemblies (SCA's) and Motor Control Centres (MCC) to meet operational and renewal needs.
KRA: Workmanship is of a high standard which maximises service life and reduces future maintenance commitments. (Grade 13) Contribute to overall design of SCA and MCC).
4. Conduct general electrical maintenance, fault-finding, and repair work, including participate in an on-call roster for after-hours emergency work.
KRA: Consistently available for rostered after hours emergency work (approximately 1 week in 4). Competently and efficiently identify faults leading to minimal loss of service to any part of the Water and Sewerage network and rapid rectification. Competently and efficiently maintains operation of services.
5. Participate in electrical, control and radio systems inspection and testing, scheduled maintenance and asset renewals.
KRA: Inspection and testing, scheduled maintenance and asset renewals are carried out in accordance with adopted programmes and procedures. Completed allocated works in line with the adopted schedule. Has provided required documentation to Lead Electrician or Coordinator.

6. Update electrical drawings and documentation wherever new works or modifications are made.
KRA: Up-to-date copies of electrical drawings are available in all water and sewer sites. Ensures that any field changes are accurately documented, and relevant drawings are updated. Updates are reported to the Lead Electrician.
7. Plan, organise and procure any materials, equipment, personnel and resources necessary for effective and efficient completion of any task.
KRA: Competent planning and organisation of resources has resulted in efficient completion of tasks. Procurement has been in accordance with policies and procedures for the relevant items and resources.
8. Mentor and coach apprentices, and actively share knowledge and experiences with other electricians and personnel to achieve best performance and task goals.
KRA: Applies knowledge and experience to achieve team goals. Shares knowledge and experience to effectively improve the capability of all team members.
9. (Grade 13) Provide technical advice to electrical and non-electrical personnel based on extensive experience and knowledge of electrical systems in relation to water and sewer processes.
KRA: Consistently applies a strong knowledge of electrical and control systems to provide sound technical advice across the Water and Sewerage Division. Demonstrates a good understanding of water and sewer processes.
10. Collect and record work activity data.
KRA: Work activity data such as work order response and work-as-executed details are recorded in Council's nominated or approved systems to enable accurate asset, asset history and service records to be maintained.
11. Within area of responsibility, ensure:
 - the application of EEO and Diversity principles
 - the health and safety of all persons through the implementation of, and compliance with Council's WHS Policy and procedures.*KRA: WHS Policy and WHS system implemented together with demonstrated compliance with EEO and Diversity principles and practices.*

Qualifications/experience (selection criteria)

Essential

1. Certificate III in Electrotechnology Electrician or equivalent qualification.
2. Demonstrated ability to effectively plan and organise resources and materials for the efficient installation and maintenance of electrical infrastructure and facilities.
3. Demonstrate experience in the installation, maintenance and upgrade of electrical, control, and radio systems, preferably in the water and sewer industry.

- 3.1 (Grade 13) Demonstrate broad experience in the installation, maintenance and upgrade of electrical, control, instrumentation and radio systems, especially in the water and sewer industry.
4. Demonstrate ability to work harmoniously and provide leadership in a team environment.
5. Good oral and written communication skills. (Grade 13) Well-developed skills.
6. Competent with a range of industrial and office computer applications and systems.

Desirable

1. (Grade 13) Certificate IV in Electrical Engineering, Electrotechnology, Instrumentation or equivalent demonstrated training.
2. Certificate in instrumentation, electronics or other related discipline.

Licence and qualification requirements

Mandatory licences and qualifications required prior to commencement

1. Class C Driver Licence.
2. General Construction Induction Card (White Card).
3. Qualified Supervisor Certificate for Electrical Work (Electrical Licence).

Mandatory licences and qualifications required to obtain with Council assistance (if not currently held)

1. First Aid Certificate
2. Enter and Work in Confined Spaces.

The requirements outlined in Eurobodalla Shire Council's Policies and Codes of Practice apply to all employees of Council.

Supervisor:	Senior Electrician
Date:	August 2026

Conditions of employment

Position title:	Electrician / Electrical Technician
Grading:	Grade 11 to 13 of Council's salary system
Salary range:	In the range of \$3,482.98 to \$4,123.15 gross per fortnight comprising: • \$2,990.42 to \$3,562.00 base salary • \$40.58 Adverse Working Conditions allowance • \$78.80 Tool Allowance • \$373.18 to \$441.77 superannuation (calculated at 12% of the base salary and industry allowances)
On Call	When required by Council, participation in an on call roster is part of this position. An allowance is paid when on call.
Vehicle:	A fully maintained Council vehicle for to/from home use is available with this position.
Award:	Local Government (State) Award 2026
Probation:	A probationary period of three months applies to new staff members. Ongoing employment is subject to successful completion of the probationary period.
Pre-employment medical:	An offer of employment for this position is subject to medical clearance to verify that you are safely able to undertake the duties of the position. Pre-employment medical examinations are at Council's expense.
Hearing test:	A hearing test must be completed within eight weeks from the date of offer. A copy of the report must be provided to WHS for review in order for probation to be signed off.
Vaccinations:	As part of Council's duty of care, it is essential the successful applicant for this position be vaccinated against hepatitis and other diseases. Where not currently immunised they must be willing to complete a course of vaccinations provided by Council.
Hours of work:	Full time, 76 hours per fortnight with hours currently arranged: Monday to Thursday 6:55am to 4:05pm Fri – Week 1 6:55am to 2:05pm Fri – Week 2 RDO

with variations from time to time to meet work requirements.

Eurobodalla Shire Council has a Council Agreement which provides for flexibility in working hours by individual agreement between employees and managers.

Location: Based from the Moruya Depot and required to work at various locations across the Shire.

Leave entitlements: 4 weeks of annual leave per full year of service. Annual leave accrues progressively over a 12 month service period and accumulates from year to year.

Upon commencement, employees are credited two weeks of Sick Leave and one week My Leave.

On each anniversary of employment, employees will be credited with an additional 2 weeks of Sick Leave and 1 week of My Leave.

Organisation chart

