

Welcome to the ISAAC REGION



56,602.00 OVERSEER INFRASTRUCTURE POSITION DESCRIPTION

Position Title	Overseer Infrastructure
Directorate	Infrastructure Services
Department	Infrastructure, Parks and Recreation
Position No.	55,502.00
Classification	Level Seven (7) - Level Eight (8)
Awards Stream	Queensland Local Government Industry (Stream A) Award - State 2017
Reports To	Recoverable Works Engineer
Last Review Date	September 2025

ORGANISATION SUMMARY:

OUR VISION:	Helping to energise the world. A region that feeds, powers and builds communities, now and for the future.
OUR GOAL:	To pursue long-term sustainable futures for Isaac's communities.
OUR VALUES:	Community Focus Teamwork Caring Positive Work Ethic

We're a region unique in charm and a character-growing attraction for many keen to explore the road less travelled. It's a place where traditional country qualities live on within modern, vibrant communities.

Isaac Regional Council plays a role to ensure our communities have a long sustainable life, so it continues to be a great place to raise a family and to find new or old passions.

Our public spaces are valued and activated, our communities' lifestyles and wellbeing are prioritised, and our individual and collective identities are celebrated.

We need to use new ideas in everything we do because of the fast changes happening all over the world.

This helps us deal with changes and provide the best service. As a Council, we will continue to maintain a clear and balanced vision for the future that shapes all our decisions as we feed, build and power communities.

DEPARTMENT SUMMARY:

The Infrastructure Services Directorate ensures an integrated approach and responsibility for Roads and Drainage Infrastructure, Parks and Recreation, Technical Services, Plant and Fleet, and operations of Council.

POSITION SUMMARY:

The Overseer Infrastructure position will program and organise and deliver roads and drainage operational and capital programs and shall provide the operational leadership of transport network activities.

DUTIES:

Position Accountabilities and Performance Objectives

1. Oversight and management of IRC transport network, including overseeing network inspections and associated actions.
2. Program and deliver construction programs.
3. Report and provide advice to the Coordinator on the status, effectiveness and efficiency of the major works and construction programs and projects.
4. Liaise and interact with internal and external stakeholders on issues including responses to Customer Service and interdepartmental requests.
5. End to end daily management of staff, resources and contractors including procurement to ensure works align with standards and legislation.
6. Prepare, track, monitor and review the one-year infrastructure operational and capital budgets and forward works plans.
7. Monitor and evaluate outputs and costs to demonstrate value of service delivery.
8. Ensuring compliance and monitoring of the Construction and Maintenance Quality Management System.
9. Lead the development of operational staff: performance management; training needs, career development, and succession planning.
10. Develop a positive customer and community focus within all construction activities, functions and developments.
11. Manage and promote a safe working environment.
12. Manage and promote Environmental and Cultural Heritage compliance.

KEY COMPETENCIES:

Essential Knowledge and Skills

1. Knowledge of Local Government administrative systems, processes and service functions of the various departments within Council (desirable).
2. Knowledge and / or experience in civil construction and maintenance techniques.
3. Well-developed communication skills both oral and written including use in Microsoft Office Suite.

Experience

1. Minimum of seven (7) years demonstrated supervisory experience of construction teams (desirable), or demonstrated experience within a similar role, preferably in Local Government.
2. Demonstrated ability to allocate workflows and resources to achieve works program objectives.

Qualifications

Mandatory – this role requires the possession of:

1. Tertiary qualifications in Civil construction or relevant field and/or significant experience (7+ years) in a similar role.
2. Construction White Card (Construction Industry).
3. C Class Open Australian Drivers Licence.

DELEGATED AUTHORITY AND ACCOUNTABILITY:

Delegations as detailed in Council's Delegation of Authority register.

EXTENT OF AUTHORITY:

Position exercises a degree of autonomy and works under general direction with the freedom to act within established policies practices. The position must understand that their powers are limited to their delegated authority and know and comply with any authority and obligation that comes with their powers.

CERTIFICATION:

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

	EMPLOYEE	DEPARTMENT MANAGER
Name		
Signature		
Date		