

Position Description

Summer Placement Program Student				
Division	Various		Department	Various
Classification	GEA 1		Location	State-wide
Reports To	Various			
Roles Reporting to Position				
Direct Reports	No. of Employees	N/A	Position Titles	• •
Indirect Reports	No. of Employees	N/A	Position Titles	• •
Primary Objective				
Undertake research and analysis work to validate project information and requirements. Upon completion of this work engagement, the student is required to formally present on the works undertaken and lessons learnt at end of program event.				
Key Accountabilities				
Key Result Area	Major Activities			
Qualification Skillset	<ul style="list-style-type: none"> • Increase knowledge and skills pertaining to the Water Industry through the completion of assigned tasks. • Develop and use competencies to provide support across allocated team. • Undertake small projects as directed. 			
Teamwork	<ul style="list-style-type: none"> • Assist allocated team with larger and more complex projects for the duration of the Summer Vacation Program period. 			
Communication	<ul style="list-style-type: none"> • Develop written communication through the preparation of documents, relevant to projects undertaken. 			
Work Health and Safety	<ul style="list-style-type: none"> • Responsible for own safety and the safety of others. • Accountable for ensuring the safety of the community, our workforce and our contractors is not compromised. • Promote Zero Harm and adhere to safety policies and procedures at all times. 			
Challenges				
<ul style="list-style-type: none"> • Work within allocate timeframes and resource constraints to produce high quality results that meet expectations. 				
Key Relationships				
Internal	<ul style="list-style-type: none"> • Work closely with Manager in the setting of priorities and tasks, providing feedback on completed tasks on a regular and ongoing basis. • Gathering of information, discussion on work requirements and clarification to occur on a regular basis with allocated team. 			

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	<ul style="list-style-type: none"> Liaise regularly with assigned Buddy for guidance, direction, advice and support throughout the duration of the Summer Vacation Program. 			
External	<ul style="list-style-type: none"> Minimal interaction with external parties, unless it is in collaboration with Line Manager and/or assigned Buddy. 			
<ul style="list-style-type: none"> Decision Making Authority 				
With Input	<ul style="list-style-type: none"> Where information is clearly documented within existing TasWater policies and procedures. Tasks asked to the individual where the scope and deliverables are clear and within the student's capabilities. 			
Knowledge, Skills & Experience				
Selection Criteria	<p>Essential</p> <ul style="list-style-type: none"> Currently undertaking relevant tertiary qualifications at university and in penultimate year of study. Well-developed verbal and written skills. Ability to work effectively as part of a team. Good computing skills. Effective analytical and problem-solving skills. Ability to manage competing tasks and priorities. C class drivers' licence 			
	<p>Desirable</p> <ul style="list-style-type: none"> White card (Work Safely in Construction Industry) 			
	<p>Physical Requirements of the Role</p> <ul style="list-style-type: none"> Use computers and associated technology, work in both indoor and outdoor environments and safely access sites while work is being undertaken. 			
Vision				
<p>The vision of TasWater is <i>'to be trusted, respected and making a positive difference in Tasmania'</i>. TasWater's vision is about building trust and respect with our colleagues and customers so that we work together to build better services for Tasmania.</p>				
Values & Behaviours				
<p>TasWater employees are expected to live our values and behaviours, making these the foundations of the way we work each and every day to ensure we achieve our vision.</p>				
Honest and straight forward	Getting it right	Long term thinking	Working together	Taking ownership

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