

Tap into a  
rewarding  
career



## Business (Law) Graduate Opportunity

We are committed to continuing to build a water business for tomorrow and our Graduates have a critical part to play in this journey.

### *Our Business*

Here at **Unitywater**, we operate in a flexible, inclusive and exciting environment where no two days are ever the same. We are one of the largest employers in the Moreton Bay and Sunshine Coast regions, offering our people continual investment in training, diverse career paths, health and wellness benefits, competitive remuneration and a hardworking and rewarding environment.

### *Graduate Opportunity*

We are proud to have an opportunity available for a recent Business graduate who has studied a major or minor in Law (preferred).

In addition to your degree qualification, we are also interested in what makes you tick. If you can bring the following attributes, we are definitely interested in hearing from you:

- A collaborative and open-minded approach to finding innovative solutions
- A highly influential and engaging communication style
- Customer at the heart of your thinking and actions
- Digitally savvy with research and analytical skills

### *Our Development Program*

A two-year development journey awaits you with rotations within your core discipline as well as across other business units to ensure you gain a diverse range of experiences. You will have the opportunity to contribute to various innovation and business projects as well as professional development, coaching and mentoring. Your leaders, mentor and graduate coordinator will work with you through your development program in order to explore ongoing opportunities within our business. This opportunity commences in March 2019.

### *Our Values*

At the heart of our business, we are driven by our core values of:

**Reliability | Safety | Honesty and Integrity | Efficiency | One Team | Innovation**

### *Next Steps*

**If you like what you hear, and would love to join our Graduate Program, please apply to the relevant opportunity on our careers page:**

[unitywater.com/about-us/careers/our-vacancies](http://unitywater.com/about-us/careers/our-vacancies)

**Applications close: 17 January 2019**

Unitywater promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. Unitywater encourages people with diverse abilities, Aboriginal and Torres Strait Islander peoples, young people and people from culturally diverse backgrounds to apply.

To be considered for this role you will need to demonstrate your eligibility and right to work in Australia, and complete a pre-employment medical which includes drug and alcohol testing.

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## Graduate

<b>EMPLOYMENT TYPE</b>	Maximum Term, Full time
<b>REMUNERATION VALUE</b>	Officer Level 2
<b>BUSINESS UNIT</b>	People, Culture & Safety
<b>REPORTS TO</b>	People Experience Lead
<b>LOCATION</b>	Varied
<b>POSITION DESCRIPTION ID</b>	PD0300
<b>DELEGATION LEVEL</b>	Not Applicable

## Your Employer

Unitywater is a statutory authority that provides water and sewerage services to the Moreton Bay, Sunshine Coast and Noosa local authority areas on behalf of its citizens. We are governed by an independent Board and have a Participation Agreement with these councils.

We are responsible for approximately \$3.2 billion of essential service infrastructure and our residential and business customers are spread across 5223 square kilometres, from Cooroy in the north to Samford in the south, Bribie Island in the east and Kenilworth in the west. Our priority is providing a population of approximately 724,626 people with a high quality, safe and reliable water supply and sewerage service that is economically and environmentally sustainable.

## Your Opportunity

Graduates will be provided the opportunity to apply their knowledge acquired through relevant studies and gain valuable experience in the water industry. The two-year Graduate Program consists of mentoring, training, professional development and experience on the job placements across multiple business areas at Unitywater.

Throughout the Graduate Program, key challenges will include: evaluating a variety of technical options for best outcome solutions, engaging with a wide range of stakeholders and delivering project requirements whilst demonstrating a commitment to customer service, occupational health and safety, financial and environmental requirements.

## Your Leadership Accountabilities

The leadership capability expectations for this role are as per Tier Six (6) of uLead – Unitywater’s Leadership Capability Framework. These expectations are aligned to Unitywater’s values as shown below.



## Your Accountabilities

The following describes likely responsibilities of a Graduate throughout the course of the Graduate Program:

- Perform a wide range of tasks and demonstrate a positive, professional and insightful approach during varied rotation placements across the organisation.
- Effectively collaborate with Unitywater stakeholders in the resolution of issues and provision of innovative solutions.
- Actively participate in and lead multiple projects throughout the duration of the Graduate Program.
- Conduct audits and technical investigations, perform data interrogation and prepare reports.
- Assist leaders with the preparation of project requests, including the investigation and design of projects.
- Respond to enquiries and information requests from other departments within the organisation, residents, community groups and others.
- Provide a high level of customer service to both internal and external stakeholders.
- Maintain accurate record of all business transactions in Unitywater’s corporate information management system.
- Participate in Unitywater safety audits and inspections to demonstrate visible safety leadership and participation.
- Such other relevant duties as required from time to time which would generally fall within the skill and knowledge requirements for this position.

## Your Reporting Relationships

You will report directly to the Section Manager responsible within the rotation.

## Your Qualities

- Recent completion of a Bachelor’s Degree prior to commencement of the program.

- Ability to understand and apply the various legislative and regulatory statutes applicable to the water industry in Queensland.
- Demonstrated adaptability and willingness to learn and participate in professional development opportunities combined with a passion to successfully progress career throughout the Graduate Program.
- Ability to acquire detailed knowledge and understanding of various processes in all allocated business units.
- Well-developed written communication skills and a proven ability to draft correspondence, reports and procedures.
- Understanding of and commitment to Workplace Health and Safety.
- Ability to interact with team members, customers and general public on a daily basis in a positive manner.
- The capacity to participate in the development of goals, plans, systems and projects to achieve the team's objectives and aspirations.
- High level of computer skills including spreadsheets, databases and Microsoft Office suite of programs.
- Strong time management and multi-tasking skills.
- Good investigative, analytical and research skills.
- Ability to continually maintain high standards of work and record accurate information.

### Role Requirements

- Current C Class Driver's License.
- Demonstrated right to work in Australia.
- Satisfactory completion of pre-employment medical including drug and alcohol testing.

### Your Employee Obligations

#### Our organisational values

<b>Reliability:</b>	We mean and do what we say: consistently, professionally and in a tireless manner.
<b>Safety:</b>	We think, walk and talk safety every day, and have the systems and processes in place to protect us, our customers, the community and the environment from our activities.
<b>Honesty &amp; Integrity:</b>	The work we do is always and only in the best interests of our customers, stakeholders, community and the environment.
<b>Efficiency:</b>	We don't waste time, money or effort because we have the right people in the right place getting it right first time.
<b>One Team:</b>	No one succeeds at the expense or exclusion of others, and we are proud of our collective success.
<b>Innovation:</b>	We seek new ways of doing things better.

### **Integrated Management System Responsibilities**

Unitywater employees are required to comply with good corporate governance to encourage Unitywater to create and establish a values-based culture by demonstrating due diligence in the promotion of a quality, safe, environmentally sustainable and ethical working environment.

### **Safety Specific Responsibilities**

Unitywater employees are required to comply with the Work Health & Safety Act 2011 by demonstrating due diligence in the promotion of a safe and healthy working environment.

### **Environment Responsibilities**

Unitywater employees are required to comply with the Environmental Protection Act 1994. They are to take reasonable and practical measures to prevent environmental harm and demonstrate due diligence.

### **Responsibility to Provide Safe Drinking Water**

Unitywater employees are to take reasonable and practical measures to prevent contamination of the drinking water supply, in accordance with the requirements of the Drinking Water Quality Policy.

### **Equity and Diversity**

Unitywater values a diverse and inclusive workforce and recognises the positive impact that this can have on organisational performance. As such, Unitywater employees are required to demonstrate commitment to creating an inclusive employee community grounded in respect and appreciation of individual differences.

### **Delegation**

Unitywater employees are required to comply with the financial delegations of the role as per the Unitywater's Delegations of Authority Policy.

### **After Hours Service**

This role may be required to participate in after hours work and be part of an on call roster as the need may arise to ensure the continuity of service to Unitywater's customers.