

Position overview

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| Position title | Contracts Inspector Electrical |
| Business unit | Sustainable Infrastructure Solutions |
| Remuneration type | Indoor EA Level 6 |
| Reports to | Quality Assurance Team Lead |
| Direct reports (role) | Nil |
| Locations(s) (Unitywater operates on Kabi Kabi, Jinibara and Turrbal country) | Flexibility exists to be based at any of four locations on the Sunshine Coast or Moreton Bay |
| Success profile | 5.1 Contract Management Role Success Profile |
| Delegation level | Not Applicable |

Position purpose

The Contracts Inspector for Electrical is responsible for inspecting process electrical systems to ensure they are designed, installed, and commissioned and report all findings to the applicable Unitywater Project Manager or their nominee, in accordance with Unitywater's requirements, to achieve the agreed objectives of Unitywater.

Position accountabilities

Key functions of the role include:

- Work autonomously and independently to conduct the role of Contracts Inspector Electrical for Unitywater. This includes maintaining a log of events and reporting progress onsite, conveying written instructions and advice to and from the Superintendent, the Contractors and the Principals Representative, monitoring activities onsite, reviewing drawings relevant to the Project ITPs / ITCs.
- Assessing, and advising the Superintendent and the Principal's Representative on progress payments, variations, and other claims, as required.
- Review initial Design, IFCs and As-Built engineering drawings, reports, ITPs and plans in relation to water supply and waste infrastructure to ensure statutory requirements are met and sound engineering and environmental outcomes are achieved.
- Provide specialist and technical support and guidance on legislative requirements, Project scoping, Project design, Project delivery and Project completion to various Unitywater departments where required.
- Perform inspection services and supervise testing of works in a timely manner in accordance with the projects witness or hold points to ensure standards of workmanship comply with the relevant construction and development standards.

- Witness defect inspections or system functionality testing services at the FAT (where applicable) and SAT in accordance with the Projects approved ITPs to ensure workmanship and standards comply with the relevant SEQ Codes, WSAA codes, COPs, Unitywater specifications, Unitywater standard drawings, Australian standards and applicable legislation.
- Conduct quality audits and inspections to ensure construction performance and compliance are in line with Unitywater's quality, safety, environmental standards and legislation.
- Ensure all works are being undertaken in accordance with the Workplace Health & Safety Legislation and fulfil workplace health and safety responsibilities in accordance with the Workplace Health & Safety policy.
- Ensure all works are being undertaken in accordance with the relevant Environmental Legislation policy.
- Undertake or arrange engineering surveys of as-constructed water supply and waste works, ensuring that surveys are performed accurately, efficiently, and safely and that all survey data is correctly recorded, processed, and presented.
- Ensure that true and accurate "as constructed" information is obtained from Contractors, Consultants and Field Staff.
- Professionally interact with internal and external stakeholders to maintain a positive community relationship during project construction.
- Partake in procedural updates where applicable for continuous improvements to maintain Unitywater's high level of professionalism.
- Meet all HACCP (Hazard Analysis Critical Control Point).
- Meet relevant ISO standard
- Support and role model the WH&S policies, procedures, and practices of Unitywater as amended from time to time.
- 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.

Key relationships

Key working relationships internal and external to Unitywater are:

- All Teams within the Sustainable Infrastructure Solutions Business Unit
- Principal Project Managers and Project Managers
- Integrated Delivery Teams
- Project Engineers and Officers
- Contract Managers
- Contractors & Consultants
- Electrical subcontractors
- Unitywater and Contractor Safety and Environmental Representatives.

Capability requirements

The requirements for the position are:

- Current QLD Electrical licence (unrestricted). Relevant qualification/s in electrical trade-Electrical Fitter / Mechanic or dual trade-Certificate III.
- Instrumentation and Control Technician-Certificate III
- Current LVR/CPR, working at heights and confined space would be highly regarded.
- A strong understanding of SCADA / PLC systems, radio / TCP/IP communications and instrumentation used in the water industry.
- A strong understanding of motor soft starters and variable speed drives.
- Field experience and competency in overseeing contractors and directing labour construction activities.
- Demonstrated understanding of electrical engineering drawings and processes.
- Knowledge and experience of water and waste infrastructure construction techniques.
- Proven ability to produce accurate, clear, and effective progress reports.
- Several years of relevant experience in the delivery of capital infrastructure.
- Current C Class Drivers Licence.

Within the context of the duties and accountabilities described above, the ideal applicant will be someone who has:

- A high attention to detail.
- Ability to prioritise and manage time effectively across different projects.
- High level interpersonal and communication skills.

One Unitywater Behaviours

The One Unitywater Behaviours define how we work together at Unitywater. They guide our everyday interactions, influence how we make decisions, drive us to achieve our strategy and help us to create our One Unitywater culture together.

Create the Future is about seeking to learn through new ideas and innovations, planning strategically, adapting to challenges and steering Unitywater towards a sustainable future.

Care Together is about fostering a culture of safety, collaboration, and customer-focused service. It's about creating a workplace where people feel valued, work inclusively and deliver outstanding outcomes for our customers.

Own It is about taking responsibility for our actions, being transparent and accountable, and striving for excellence in everything we do. It's about demonstrating integrity, welcoming feedback and ensuring we follow through on commitments.