



NPARC POSITION DESCRIPTION

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|--|---|---------------------|--------------|
| Position number | TBC | Date of last review | January 2019 |
| Position Title | Manager Projects | | |
| Classification (Band & Level) | 3.1 - Common Law Contract (dependant on qualifications and experience) | | |
| Division | Operations | | |
| Branch | | | |
| Section | | | |
| Location | Umagico Depot | | |
| Permanent/Casual | 3 year term appointment | | |
| Supervisor | Executive Manager Operations (may change to meet the business needs) | | |
| Direct reports | TBC | | |

1. ORGANISATIONAL ENVIRONMENT:

The Northern Peninsula Area Regional Council's mission is:

To support the provision of high standard local government services and economic growth of the Northern Peninsula Area through the sustainable use, development and management of land, water and native vegetation resources, whilst protecting the rights and interests of both the individual and the community.

The Northern Peninsula Area Regional Council Vision is:

With Respect and pride we will build a future for our children based on unity, equitable self-governance, education and culture.

The Council is charged with the responsibility of ensuring a wide range of local government services are available throughout the communities of the Northern Peninsula Area including housing, kerb-side collection of rubbish and land-fill disposal, potable water supplies and effective wastewater disposal systems.

The NPARC must work closely with the community and funding agencies to ensure the necessary resources are available for these purposes.

2. PRIMARY OBJECTIVES OF THE POSITION:

The position is responsible for effectively managing and delivering Councils civil & building projects.

3. CONDITIONS OF EMPLOYMENT:

The conditions of employment for this position are in accordance with the NPARC Certified Agreement 2012 to 2014, Council's policies and procedures, Council's Code of Conduct and other legislative requirements.

4. WORKPLACE HEALTH & SAFETY RESPONSIBILITIES:

The employee shall comply, with the Workplace Health and Safety (WH&S) Act, WH&S regulations, codes of practice and Council's WH&S policies and procedures and shall comply with all instructions given by management in respect of their health and safety the Hhalth and safety of other persons.

The employee is responsible for ensuring Council's OH&S Systems are implemented within their area of responsibility.

We agree that this Position Description accurately reflects the role.

Employee Name: _____ Signature: _____ Date: _____
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Manager Name: _____ Signature: _____ Date: _____
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Exec. Manager Name: Keith Yorkston Signature: KyH Date: 26/4/19
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