

POSITION DESCRIPTION

Job Title:	Hydrology Technician
Purpose of Position:	Responsible for installation and maintenance of scientific infrastructure, and the collection of environmental data, associated with the management of surface water resources in the West Coast Region.
Reports To :	Hydrology Team Leader with day to day supervision and on-job training from Science Team staff
Group:	Planning and Science Group
Staff Reports:	Nil
Date Updated	March 2017

INTERNAL RELATIONSHIPS	EXTERNAL RELATIONSHIPS
<p>Close liaison with Resource Science team and Planning, Science and Innovation Manager</p> <p>All other Council staff including the CEO, Group Managers and Team Leaders.</p>	<p>National Institute of Water and Atmosphere, external contractors, resource users, rate payers, and the general public.</p>

KEY RESPONSIBILITIES	KEY OUTCOMES
<p>Field Work and Equipment Maintenance</p> <p>Install and maintain field monitoring and site infrastructure. This frequently involves work with radio networks, electronics, and construction.</p> <p>Assist in regular data collection programmes for hydrology, surface water quality, aquatic ecology, groundwater, and meteorological data.</p> <p>Carry out instrumentation calibrations, testing of new instruments, and fault analysis.</p> <p>Undertake regular flow gaugings\flow ratings for recording sites.</p> <p>Assist with specific investigations (i.e. impact monitoring and low flow gauging).</p> <p>Assist the Water Quality Technician with the maintenance and operation of equipment (e.g. ADCP's, flow gauging equipment, data sondes, data loggers, batteries, water level sensors, rain gauges and radio telemetry equipment), and assist in field site maintenance programmes.</p>	<p>Equipment and infrastructure is well maintained to maximise its functionality and durability.</p> <p>Data is collected with right methods to achieve required accuracy.</p> <p>All work is undertaken in safe manor, being compliant with Council and national safety regulations.</p> <p>Tasks are fully completed within required timeframes.</p> <p>Difficult and novel problems are solved through use of initiative.</p> <p>Equipment and time is managed effectively to ensure smooth running of team activities.</p>

KEY RESPONSIBILITIES**KEY OUTCOMES****Analysis and Reporting**

Data transfer and manipulation. Assist with quality assurance and auditing of information on Environmental Science databases.

Respond to internal and external data requests if required.

Assistance with preparation of technical reports where appropriate.

Ensure all data processing/entry and database management meets Council's quality assurance standards.

Data requests are carried out efficiently and effectively. They are made available to internal/external users as required, and on time.

Flood Warning Duties

Assist with the running of the council flood warning system.

Be available to be rostered on and respond to flood warning alerts

Follow the flood action plans set out in the WCRC flood manual

Be able to use the Hydrotel flood warning system.

General Requirements

Under the Health and Safety at Work Act (HSWA 2015) you must take all practical steps to ensure your own safety while at work and that no action, or inaction, by you causes harm to any other person while at work.

To meet the council's statutory responsibilities for civil defence and emergency management you will be expected to participate in any civil defence and emergency management training initiatives and undertake activities, as directed as part of West Coast Regional Council's response to flood events, environmental incidents, and emergency response.

To demonstrate positive and professional conduct at all times, promoting and upholding the good name of the council in the community.

To undertake any other relevant duties and additional responsibilities as requested by your manager.

Periodically work outside of normal hours and to stay overnight away from home.

Person Specifications

Qualifications & Experience

A track record that demonstrates sound practical skills is required, with examples of ability in tackling academic tasks desirable. Tertiary training in environmental science, hydrology, physical geography, or related field is desirable, but not essential if some relevant knowledge and experience can be demonstrated.

Skills & Attributes

- Knowledge and enthusiasm for environmental monitoring, hydrology and water quality.
- Excellent communication and interpersonal skills.
- Able to swim, capable of working at heights, and around helicopters.
- Accurate and thorough with attention to detail. Able to demonstrate initiative, having a methodical and common-sense approach to problem solving.
- Positive attitude and strong motivation to get the job done right.
- Behaves in a co-operative and supportive manner within the team, actively contributing while remaining flexible to the needs of others.
- Adequate physical fitness and strength to lift heavy equipment and traverse rough terrain over short distances.
- Well organized and able to work effectively with minimal supervision.
- Computer literacy and sound information management skills.
- Full class 1 driver's license.

Manager
(signature)

Date:

Employee
(signature)

Date: