

Join our team

Developer Works Assurance Officer
Full time permanent

Position Description



About us

We provide services to more than 69,000 households and businesses across 43 towns, comprising a diverse, complex, and geographically dispersed asset base, with over 400 team members across eight departments.



So why choose us?

We exist to deliver reliable, high-quality water, wastewater and waste recovery services to ensure the economy and liveability of the central Gippsland region.

Our region is diverse which presents many challenges, and we play an important role in its ongoing stability and transition.

We're continuing to focus on:

- maintaining quality water and wastewater services for our customers at an affordable price
- our sustainable future and the future of the region, and
- the role we play in the future.

Our people

Our strategic priorities provide the direction and insight into how we will deliver on our vision, highlighting that our people play an integral role in our ability to achieve successful outcomes for our customers and the community.

We're committed to building a diverse and inclusive workplace and strongly encourage applications from experienced women and men, people with disabilities, LGBTIQ+, ATSI, culturally and ethnically diverse candidates to best represent and engage with communities we live and work in.

Our achievements

With a clear strategy, strong leadership and driving accountability in a consistent way across the business we've been able to drive a positive and constructive culture shift, and a sustained increase to employee engagement.

Our values

We take pride in partnering with the community in providing quality water and waste services so we can enjoy a healthy and sustainable Gippsland for generations to come.

Our values are:

- Safety and wellbeing
- Customer focussed
- Innovation
- Accountability
- Collaboration
- Integrity & Respect

What we have to offer

We are growing, innovative and committed to ensuring that Gippsland Water remains a great place to work. We do this by offering a flexible and stimulating workplace and investing in our people to enable us to adapt to the changing needs of our region.

But that's not all - it's also about freedom. We support our people to achieve their potential by providing the freedom to learn, explore and be true to their passion.

Interested to find out more?

For more information about our career opportunities and what we can offer you, please visit www.gippswater.com.au/careers

POSITION DESCRIPTION

Developer Works Assurance Officer

Date reviewed: September 2026



POSITION DETAILS

Position Title	Developer Works Assurance Officer
Department	Commercial Business
Reports to	Team Leader Land Development
Direct Reports	Nil
Location	Traralgon
Employment Type	Full-time
Band	3

PURPOSE OF THE ROLE

Support the delivery of safe, reliable and compliant water and wastewater infrastructure by providing quality assurance, construction surveillance and technical oversight of developer works and complex property connection projects. The role contributes to the protection of Gippsland Water assets by ensuring externally delivered infrastructure is designed, constructed and connected in accordance with approved standards, specifications and legislative requirements. Through collaboration with internal stakeholders, consultants and contractors, the role supports quality outcomes, risk management and sustainable service delivery for the Gippsland community.

KEY RESPONSIBILITIES

The role is responsible for the following core accountabilities:

- Provide technical support during the review of developer works designs and complex property connection proposals, ensuring infrastructure solutions align with Gippsland Water standards, specifications and operational requirements.
- Coordinate and undertake construction surveillance, site inspections and quality audits of developer works projects to verify compliance with approved designs, planning requirements, technical specifications and relevant industry standards.
- Identify, document and monitor construction non-conformances, working with consultants, contractors and internal stakeholders to achieve appropriate corrective actions and satisfactory closure of audit findings.
- Provide technical advice and practical construction guidance to internal and external stakeholders on developer works, property connections and infrastructure compliance requirements, supporting consistent and informed decision-making.
- Build and maintain productive relationships with developers, consultants, accredited contractors, plumbers and internal stakeholders to facilitate quality project delivery and effective resolution of complex issues.
- Contribute to the continuous improvement of standards, specifications, procedures and construction assurance practices by identifying emerging risks, sharing lessons learned and recommending practical improvements.
- Support education and industry engagement activities by communicating Gippsland Water requirements, construction expectations and compliance obligations to industry participants



and stakeholders.

- Monitor and manage risks associated with developer works and property connection activities, ensuring works are undertaken safely and that organisational, environmental and regulatory obligations are met.

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- Demonstrated experience in construction surveillance, infrastructure delivery, quality assurance or a related technical field.
- Experience overseeing or supporting the installation and construction of water industry infrastructure or comparable utility assets.
- Ability to interpret technical drawings, specifications, standards and construction documentation.
- Strong analytical and problem-solving skills with the ability to assess options and provide practical solutions.
- Ability to identify and communicate construction non-conformances and compliance requirements in a professional and constructive manner.
- Strong stakeholder engagement and relationship management skills.
- Well-developed verbal, written and presentation skills.
- Ability to work collaboratively across multiple stakeholders while managing competing priorities.
- Demonstrated understanding of workplace safety requirements and risk management principles.

Desirable

- Knowledge of WSAA, MRWA and water industry design and construction standards.
- Experience participating in infrastructure design reviews.
- Experience conducting infrastructure quality audits or compliance inspections.
- Experience working within a regulated utility, civil construction or local government environment.
- Knowledge of developer works processes and property connection requirements.

QUALIFICATIONS AND MANDATORY REQUIREMENTS

Essential

- Certificate IV or Diploma in Civil Engineering, Construction Management, Utilities Infrastructure or a related discipline, or equivalent demonstrated experience.
- Current Victorian Driver Licence.
- Construction Induction Card (White Card) or willingness to obtain.

Desirable

- Advanced Diploma or Degree in Civil Engineering, Construction Management, Utilities Infrastructure or a related discipline.
- Formal training or experience in infrastructure quality assurance, auditing or surveillance.

Mandatory requirements

- Police check
- Current Victorian Driver Licence.

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- Ability to undertake site-based inspections across Gippsland Water's operational area.
 - Compliance with organisational safety and site access requirements.

HOW PERFORMANCE IS MEASURED

Performance in this role is assessed through:

- Delivery of timely and effective construction surveillance and audit activities.
- Quality and accuracy of technical assessments and audit findings.
- Effective identification, management and closure of non-conformance issues.
- Compliance outcomes achieved across developer works and property connection projects.
- Quality of stakeholder engagement and customer outcomes.
- Contribution to continuous improvement of standards, specifications and assurance processes.
- Effective management of safety, risk and regulatory obligations.
- Accuracy and quality of reporting and project documentation.



Gippsland
Water