Gippsland Water

Join our team

Water and wastewater Treatment Trainee
Full time temporary (2 year traineeship)

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 375 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 commited 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

Gippsland Water

POSITION DESCRIPTION

Water and Wastewater Treatment Trainee

Date reviewed: November 2026

POSITION DETAILS

Position Title	Water and Wastewater Treatment Trainee
Department	Operations
Reports to	Technical Mentor
Direct Reports	Nil
Location	Various Locations throughout the Gippsland Water region
Employment Type	Full-time (2-year traineeship)
Band	Trainee

PURPOSE OF THE ROLE

The Water and Wastewater Treatment Trainee position is a hands-on development opportunity for a motivated person looking to build a career in the water industry. The role provides practical experience, with the aim of developing the skills and knowledge required to progress into a Water or Wastewater Treatment Technician role, while completing a Certificate III in Water Industry Operations

Working alongside experienced team members, the Trainee supports the delivery of safe drinking water to customers and the treatment of wastewater for recycling or safe discharge to the environment. The purpose connects the development opportunity to Gippsland Water's delivery of essential water and wastewater services.

KEY RESPONSIBILITIES

- Participate in the Certificate III in Water Industry Operations traineeship and associated workplace training, building the practical skills, knowledge and competencies.
- Assist experienced team members with the day-to-day operation, monitoring and routine maintenance of water and wastewater treatment facilities, contributing to safe, reliable and compliant service delivery.
- Follow instructions, operating procedures and safe work practices when undertaking assigned activities, ensuring work is completed safely and within the Trainee's level of training and competency.
- Assist with routine plant inspections, process monitoring and operational checks, accurately observing and reporting results to support treatment facility performance and regulatory compliance.
- Complete assigned log sheets, checklists, reports and other operational or training records accurately and on time, supporting reliable recordkeeping, reporting and audit requirements.
- Work cooperatively with Water and Wastewater Treatment team members across Gippsland Water facilities, contributing to a positive, respectful and flexible team environment.
- Actively participate in mentoring, feedback and practical learning opportunities, asking questions and applying guidance to build capability throughout the traineeship.

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- Good verbal and written communication skills, with a willingness to learn and develop.
- Basic literacy, numeracy and computer skills, including the ability to understand written instructions and interpret straightforward numerical and graphical information.
- Willingness and ability to develop practical skills associated with the operation and maintenance of treatment facilities.
- Ability to listen to instructions, follow procedures and seek clarification when unsure.
- Commitment to working safely and participating in required safety training.
- Ability to work cooperatively as part of a team.
- A reliable and punctual approach to work and training.
- Willingness to receive feedback, ask questions and learn from experienced team members.
- Ability to remain calm, seek assistance and escalate issues when required.
- Ability to adapt to different work locations, activities and priorities across the Gippsland Water region.
- An interest in science, mathematics, technology, the environment, mechanical equipment or practical work.

Desirable

- Previous exposure to a workplace through casual employment, work experience, volunteering or a school-based program.

QUALIFICATIONS AND MANDATORY REQUIREMENTS

Essential

- Successful completion of Year 12 or an equivalent qualification, ideally with successful completion of Mathematics, Science and English subjects.
- Commitment to undertaking and satisfactorily completing a Certificate III in Water Industry Operations as part of the traineeship.

Mandatory requirements

- Current Victorian Driver Licence.
- Satisfactory completion of a pre-employment medical assessment relevant to the inherent requirements of the role, and national police check.
- A genuine commitment to successfully adhere to Gippsland Water's policies, procedures and organisational values.

HOW PERFORMANCE IS MEASURED

- Satisfactory progress toward completion of the Certificate III in Water Industry Operations.
- Active participation in mentoring, practical learning and development activities.
- Consistent compliance with safety requirements, procedures and instructions.
- Safe and effective completion of assigned activities within the Trainee's level of training and competency.
- Continued development of the knowledge, skills and work practices required for progression into a Water and Wastewater Treatment Technician role.

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