



#### Mahi Tahī

We are one team, stronger together as we work with and for our community to deliver outcomes that matter.

#### #arohatōmahī

We love our work and know that our work matters. That is why we do what we say we will do and apply energy and enthusiasm across our mahi.

#### Manaakitanga

We put our people first by showing them that they matter, through a focus on whānau's needs and aspirations.

#### Tiakitanga

We proudly and professionally contribute every day to the care of our community and whenua with courage, positivity and mana - leaving a legacy which future generations will embrace.

## Details

JOB TITLE	Kaikohi Raraunga Mō ngā Wai   Geospatial Technician & Hydraulic Modeller
REPORTS TO	Local Waters Asset Management Team Lead
GROUP	Community Infrastructure
DIRECT REPORTS	Nil
FINANACIAL DELEGATIONS	Nil
WARRANTS REQUIRED	No
GRADE	17

## Purpose

The purpose of the Community Infrastructure Group is to provide operations and services for Local Waters, Roading and Solid Waste Infrastructure, with a sharpened focus on delivery of the capital programme across these activities. The groups focus is on long term and annual programming of maintenance, renewal and capital development works, and operations of the infrastructure services and support for design and delivery of the capital programme.

The Geospatial Technician & Hydraulic Modeller is responsible for developing and maintaining spatial data for the Local Waters systems, delivering high-quality information to both internal and external stakeholders through the council's GIS (Geographical Information System) and AMIS (Asset Management Information System). This role also involves implementing and sustaining hydraulic models for local water networks, ensuring ongoing accuracy and improvements in network modelling while providing technical expertise to support effective asset management planning for the council's three waters infrastructure assets. Additionally, the technician will contribute to the deployment of a Local Waters Asset Management System, offering user support to ensure optimal and precise use of database systems.



## Key Responsibility and Expected Outcomes

### *Data Collection and Analysis*

- Effectively utilize GIS and modelling platforms to collect and analyse attribute and spatial data from hardcopy record related to water, wastewater, and stormwater services.
- This includes accurately transferring data to GIS/AMIS to maintain reliable records of Council assets, as well as employing data analysis techniques to query and verify record details, ensuring the accuracy and consistency of information in our CRM and other systems.

### *Data Integrity*

- Ensure accurate transfer of data to GIS/AMIS, maintaining reliable records of Council assets. This includes recording Local Waters asset information in detail keeping GIS/AMIS up to date while upholding high-quality standards for all entered information.
- Ensure hydraulic models are maintained to provide the asset team with precise data, supporting informed decision-making and contributing to future renewal and growth programmes.

### *Contribute to Planned Work and Maintenance*

- Maintain hydraulic models to provide the asset team with accurate information for effective decision-making and input on future renewals and growth programmes.
- Analyse information and interpret technical drawings to enhance decision-making and project execution.
- Attention to detail is crucial for delivering high-quality outputs, and effective communication and collaboration with various teams will be essential for achieving project objectives.

### *Innovation and Forward Planning*

- Look to fully utilise existing software tools and contribute to a culture of continuous improvement. Have a strong understanding of industry best practice and how the organisation can achieve it.

### *Records and Administration Support*

- Collect and record infrastructure details through site investigations and surveys, ensuring accurate entry of asset attribute data into Council systems.
- Provide administrative support by processing site records, asset performance data, and resource consent compliance information, while ensuring that all systems are consistently updated and maintained.
- Assist in keeping hard copy plans to 'As Built' standards, ensuring accurate representation of 'in-ground' assets.

### *Relationship Management*

- Support the Community Infrastructure Group in strengthening Council's strategic relationships by working collaboratively with Iwi and other cultural stakeholders.
- Establish and maintain a network of key contacts to enhance Council's relationships across local government, government agencies, businesses, and the community.

### *Health Safety & Wellbeing*

- Promote a strong health and safety culture by proactively modelling our values and hold self and others to account to Consistently follow all health and safety policies and legislative requirements.

### *Council Contribution*

- Actively contribute to the Community Infrastructure Group by performing duties as required, promoting a positive workplace culture, and participating in Emergency Management activities.



## CAPABILITY & COMPETENCIES REQUIRED

### SKILLS, KNOWLEDGE & EXPERIENCE

- 3+ years of experience in a similar role such as Geospatial Analyst or Asset Planning Engineer
- High proficiency with Geospatial and Hydraulic Modelling software with extensive experience with ArcGIS Pro. Proficiency with Infoworks ICM and WS Pro desirable
- Strong understanding of Infrastructure Asset Management practices
- Solid understanding of 3 waters networks and treatment plants essential.
- Proficiency with Infor IPS asset management software desirable
- Strong attention to detail.
- Excellent communication skills with the ability to collaborate effectively across multiple teams.
- Skilled in analysing information and interpreting technical drawings.

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### *Drives Community Outcomes*

Delivers impactful outcomes for the community by providing exceptional service, fostering meaningful Iwi relationships, integrating Te Reo Māori and tikanga, and continuously improving efficiency within the Horowhenua District Council landscape.

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### *Delivery Focused*

Delivers high-quality work with integrity, accountability, and efficiency, following through on commitments, engaging with Iwi where appropriate, and using digital tools effectively to achieve meaningful community outcomes.

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### *Mana Enhancing*

Builds trust by placing people at the heart of decisions, embracing diverse cultures, upholding high standards of professionalism, nurturing personal growth and self-care, and protecting the mana and integrity of relationships.

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### *Connected*

Builds strong, trust-based relationships across teams and the community through clear communication, collaboration, and cultural engagement, creating a connected and inclusive environment that drives better outcomes.

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### *Resilient and Adaptable*

Adapts to change with curiosity and resilience, maintaining focus under pressure, seeking diverse perspectives, and persevering to deliver the best outcomes for the community.

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## Alignment with our community outcomes



We uphold Te Tiriti o Waitangi and its principles and recognise the role of Mana Whenua as kaitiaki of their rohe. We support them to maintain and enhance tikanga with their ancestral lands and waterways, wāhi tapu and other taonga, and build mutually respectful partnerships with tangata whenua, supporting whanau, marae, hapū and iwi in achieving their aspirations.



We contribute to improving our natural environment for current and future generations to enjoy, and protect the important natural features in our district.

We ensure our built environment supports the wellbeing of our people and manage competing pressures on resources sustainably.



We provide efficient, reliable and affordable infrastructure, developing and maintaining facilities and infrastructure to meet the needs of current and future generations. Our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards, working with partners to develop infrastructure that enables growth.



We are business friendly, supporting diversity and resilience in our local economy and work with others to make our economy grow. We aspire for economic security for all of our people and seize growth opportunities for our district.



We value the diversity of our people, and how our district's heritage shapes our community's sense of identity and pride.

We provide infrastructure, services, facilities and places to build resilient and connected communities where people of all ages and backgrounds feel included and safe. We are building collaborative relationships with service providers to enable all people to live positive and healthy lifestyles, encouraging our people to participate in local decision making.

