

| | |
|-------------------------------|------------------------------------|
| POST TITLE | Water Quality Risk Assessor |
| DIRECTORATE | Operational services |
| SERVICE | Facilities Management |
| RESPONSIBLE TO | Water Quality Team Leader |
| NUMBER OF POST HOLDERS | 4+ |
| ACTING UP/ SECONDMENT | N/A |

PURPOSE OF JOB

Provide a range of Legionella risk assessment and other technical support services to ensure water quality and hygiene in conformance with the relevant Legionella control code of practice and guidance and other regulations and standards to achieve a best value and customer focused outcome.

To provide high quality advice and support to colleagues, clients and management on compliance with Water Quality legislation, existing water services, areas of risks and required mitigating actions both immediate and long term. To support and assist technical assistants with the requirements of Risk Assessments.

THE WHAT - MAJOR TASKS/JOB ACTIVITIES

Carry out Legionella risk assessments to BS8580, RG9, HSG274 and ISO17020 specifications.

Keep up to date with current legislation and guidance and lead the continual improvement of quality and safety in water systems.

Provide technical advice and consultancy to clients.

Undertake a safe system of work carrying out and supervising system maintenance tasks which may include Legionella Risk Assessments, water system disinfection and technical troubleshooting.

Coordinate and deliver a programme of Legionella control monitoring inspections.

Responsible for taking water samples for laboratory testing.

Lead, organise and deliver Legionella awareness training courses.

Lead and maintain work processes and procedures which comply with appropriate accredited quality assurance systems such as UKAS in the area of Legionella risk assessment and sampling.

THE HOW - KNOWLEDGE AND SKILLS (E.G. CREATIVITY & INNOVATION, CONTACTS & RELATIONSHIPS, DECISION MAKING)

- Educated to SCQF level 7 (HNC) in an appropriate technical qualification or have considerable relevant experience and demonstrated competence.
- WH004, P901 or any other recognised risk assessor qualification

- Working in designated confined spaces will require appropriate training and certification.
- Detailed knowledge of Legionella control codes of practice and other policies and procedures.
- A working knowledge in the requirements of a quality system
- Commitment to continuing professional development and a broad understanding of current issues in the area of water systems and Legionella are essential.
- Current driving licence essential.

ENVIRONMENT (WORK DEMANDS, PHYSICAL DEMANDS, WORKING CONDITIONS, WORK CONTEXT)

May be required to work out with normal working hours and at short notice to deal with emergency situations.

Main functions will normally be constant with occasional peak demands including unexpected emergency situations and requirement to work to specific deadlines.

Manual handling and lifting, carrying heavy sample bottles, equipment or water tanks on a daily basis, entry into confined spaces, use of ladders and safety equipment on a daily basis. (40%)

The post will be exposed to some adverse working conditions including working outside (10%) and in dirty difficult conditions such as in solums and attics (20%).

May be exposed on a daily basis to hazardous or infectious materials and appropriate PPE will be supplied and used when required.

The post will have requirement to take care in relation to the working environment especially when working in confined spaces such as attics and solums.

Care should be exercised in the prolonged use of IT equipment in accordance with the Council's policy and guidelines. Health and safety guidelines with risk assessments should be adhered to when conducting site visits. Operate in accordance with the Council's Lone Working policy.

SUPERVISION AND MANAGEMENT OF PEOPLE (NUMBERS AND TYPE OF STAFF)

Supervision but not management of up to 4 technical assistants and other support staff when working together on and off site.

RESOURCES

Responsible for equipment and materials associated with the post and those required by the service area which include vans, work tools, IT equipment and cash when disposing of scrap metal.

HEALTH AND SAFETY (DO NOT ALTER THE WORDING OF THIS SECTION)

Protecting the health and safety and welfare of our employees, and our third parties including members of the public, contractors, service users and pupils, is the starting point for a forward-thinking Council.

All employees are responsible for:

- Taking care of their own health and safety and welfare, and that of others who may be affected by their actions or omissions;
- Co-operating with management and following instructions, safe systems and procedures;
- Reporting any hazards, damage or defects immediately to their line manager; and
- Reporting any personal injury and work-related ill health, and accident or incident (including 'near misses') immediately to their line manager, and assist with any subsequent investigation, including

co-operating fully with the provision of witness statements and any other evidence that may be required.

Line managers have additional responsibilities for ensuring all health and safety risks under their management are identified, assessed and controlled, with specialist input from H&S Advisers and others including Occupational Health where required. Where the risks cannot be adequately controlled the activity should not proceed.

Additional information can be found in the [Council Health and Safety Policy](#).