

Position Description	Department Description	Full Time Equivalents	Casual staff	Variable Hours	Notes
Animal Control Officer	Animal Control	2.0			
Senior Animal Control Officer	Animal Control	1.0			
Manager - Aquatic Services	Aquatic Services	1.0			
Programme Co-ordinator/Assistant Manager	Aquatic Services	0.9			
Senior Lifeguard	Aquatic Services	6.0			
Casual Lifeguard	Aquatic Services		37.0		
Plant Supervisor	Aquatic Services	1.0			
Plant Operator	Aquatic Services	0.2			
Senior Receptionist	Aquatic Services	0.8			
Receptionist	Aquatic Services	3.0			
Café Supervisor	Aquatic Services	1.0			
Cafe Assistant	Aquatic Services	0.2	3.0		
Cleaner - General Staff Relief	Aquatic Services	0.6			
Swim School supervisor	Aquatic Services	0.9			
Swim Teacher	Aquatic Services		3.0	16.0	
Administration support Officer	Building Consents	1.7			
Building Code Inspector	Building Consents	5.0			
Consents Processing Officer	Building Consents	3.0			
Customer Services Officer	Building Consents	3.4			
Manager - Building Regulation	Building Consents	1.0			
Plumbing & Drainage Code Inspector	Building Consents	2.0			
Team Leader - Administration	Building Consents	1.0			
Team Leader - Plumbing & Drainage	Building Consents	1.0			
Casual Interpreter	Chief Executive Officer's Dept		2.0		
Chief Executive Officer	Chief Executive Officer's Dept	1.0			
Personal Assistant to CEO	Chief Executive Officer's Dept	1.0			
Personal Assistant to Mayor	Chief Executive Officer's Dept	1.0			
Communications Officer	Communications and Secretarial Service	1.0			
Website Administrator	Communications and Secretarial Service	1.0			
Administrative Assistant	Communications and Secretarial Service	0.5			
Committee Secretary	Communications and Secretarial Service	1.0			
Graphic Design Artist	Communications and Secretarial Service	1.0			
Manager - Communications & Secretarial Services	Communications and Secretarial Service	1.0			
PA to Director of Works & Services	Communications and Secretarial Service	1.0			
PA to Director of Finance and Corporate Services	Communications and Secretarial Service	1.0			
Secretary	Communications and Secretarial Service	2.0			
Administration support Officer	Communications and Secretarial Service	1.0			Currently vacant

Community Development Manager	Community Development		1.0		
Community Development Officer	Community Development		0.6		
Compliance & Mobility Co-ordinator	Compliance		1.0		
Compliance Officer	Compliance		3.6		
Manager - Compliance	Compliance		1.0		
Corporate Planner	Corporate Plannin		1.0		
Manager - Corporate Services	Corporate Services		1.0		
Bluff Service Centre Manager	Corporate Services		1.0		
Assistant Manager - Bluff	Corporate Services		1.0		
Customer Services - Bluff	Corporate Services		1.6	2.0	
Lotto Operator	Corporate Services		0.2	1.0	
Team Leader - Customer Services - Corporate	Corporate Services		1.0		
Deputy Team Leader - Customer Services - Corporate	Corporate Services		1.0		
Customer Services Officer - Corporate	Corporate Services		5.9		1 FTE currently vacant
Senior Customer Services Officer	Corporate Services		1.0		
Customer Services Officer - Cashier	Corporate Services		1.3		
Casual Customer Services Officer/Cashier	Corporate Services			1.0	
Team Leader - Purchasing	Corporate Services		1.0		
Administration Officer	Corporate Services		0.5		
Cafeteria Services Operator	Corporate Services		0.8		
Customer Services - Deliveries	Corporate Services		1.0		
Housing Support Officer	Corporate Services		0.5		
Manager - Drainage	Drainage		1.0		
Wastewater Operator	Drainage		4.0		
Wastewater Plant Engineer	Drainage		1.0		
Senior Waste Officer	Drainage		1.0		
Waste Minimisation Officer	Drainage		1.0		
Wastewater Treatment Plant Manager	Drainage		1.0		Fixed Term - currently vacant
Database Support Officer	E&PS - Administration		0.6		
PA to Director of Environmental and Planning Servi	E&PS - Administration		0.8		
Property Database Officer	E&PS - Administration		0.8		
Secretary	E&PS - Administration		1.3	1.0	
Advisor - Emergency Management Southland	Emergency Management		3.0		
Manager - Emergency Management Southland	Emergency Management		1.0		
Laboratory Manager	Engineering S G- Laboratory		1.0		
Laboratory Technician	Engineering S G- Laboratory		2.0		
Acting Manager - Engineering Services	Engineering Services Group		1.0		
Engineering Cadet	Engineering Services Group		3.0		

Engineering Liason Officer	Engineering Services Group	1.0			
Engineering Officer	Engineering Services Group	4.0	1.0		
Engineering Services Administrator	Engineering Services Group	1.0			
Engineering Technician	Engineering Services Group	2.0			
Services Liason Officer	Engineering Services Group	1.0			
Senior Engineering Officer	Engineering Services Group	1.0			
Technical Support Officer	Engineering Services Group	1.0			
Director - Environmental and Planning Services	Environmental and Planning Services	1.0			
Casual Administration Support	Environmental and Planning Services		1.0		
General Inspector	Environmental Health	1.0			
Liaison Officer	Environmental Health	1.0			
Liquor Licensing Inspector	Environmental Health	1.0			
Manager - Environmental Health	Environmental Health	1.0			
Senior Environmental Health Officer	Environmental Health	1.0			
Director - Finance and Corporate Services	Finance and Corporate Services	1.0			
Credit Controller	Financial Mngt & Accounting	1.0			
Finance Support Officer	Financial Mngt & Accounting	2.0			
Financial Services Manager	Financial Mngt & Accounting	1.0			
Investment Manager	Financial Mngt & Accounting	1.0			
Investment Property Administrator	Financial Mngt & Accounting	1.0			
Management Accountant	Financial Mngt & Accounting	1.0			
Senior Management Accountant	Financial Mngt & Accounting	1.0			
Accounting Technician	Financial Mngt & Accounting	1.0			Currently vacant
Snr Accounting Support Officer	Financial Mngt & Accounting	1.0			
Accounting Support Officer	Financial Mngt & Accounting	2.3			
HR Administrator Recruitment	Human Resources Services	1.0			
Human Resources Advisor	Human Resources Services	1.5			
Human Resources Advisor - Jnr	Human Resources Services	1.0			
Manager - Human Resources	Human Resources Services	1.0			
Health and Safety Advisor	Human Resources Services	1.0			
Payroll Administrator	Human Resources Services	2.1			
Chief Information Officer	Information Services	1.0			
GIS Co-ordinator	Information Services	0.9			
GIS Developer	Information Services	0.6			
Network Officer Support	Information Services	0.5			
Support Technician	Information Services	1.0			
Systems Support Officer	Information Services	1.0			
Archives Assistant	Information Services	0.8			0.3 on Fixed Term Agreement

Records Manager	Information Services				1.0			
Records Officer	Information Services				1.0			
Accounts Clerk	Library - Administration				0.7			
Archivist	Library - Information Services				1.0			
Assistant Librarian - Bluff	Library - Adult Services				0.5			
Librarian	Library - Adult Services				10.9	1.0		
Library Assistant	Library - Adult Services				14.2	7.0		
Manager - Information Services	Library - Information Services				1.0			
Manager - Lending Services	Library - Adult Services				1.0			
Manager - Library and Archives	Library - Administration				1.0			
Manager - Technical Services	Library - Technical Services				1.0			
Network Administrator	Library - Technical Services				1.0			
Oral History Co Ordinator	Library - Information Services				0.1			
Receptionist	Library - Information Services				0.5			
Senior Librarian	Library - Technical Services				2.0			
Shelver	Library - Adult Services				0.5			
Administration Officer	Park Assets				1.0			
Animal Attendant / Ranger	Park Assets				1.0			
Asset Overseer - Maintenance	Park Assets				1.0			
Asset Planner	Park Assets				1.0			
Asset Planner - Landscape	Park Assets				1.0			
Asset Supervisor	Park Assets				1.0			
Cemetery & Crematorium Attendant	Park Assets				1.0			
Customer Services Officer	Park Assets				0.6			
General Ranger	Park Assets				1.0			
Head Nurseyperson	Park Assets				1.0			
Head Ranger	Park Assets				1.0			
Horticulture Supervisor	Park Assets				1.0			
Manager - Parks Assets	Park Assets				1.0			
Nursery Assistant	Park Assets				1.0			
Nursery Propagator	Park Assets				1.0			
Parks Ranger - Sandy Point	Park Assets				1.0			
Administration Assistant	Park Operations				0.5			
Administration Officer	Park Operations				1.0			
Arborist	Park Operations				1.0			
Arborist/Gardener	Park Operations				1.6			
Assistant Carpenter	Park Operations				1.0			
Assistant Gardener	Park Operations				9.4			

Aviary Attendant	Park Operations				1.0			
Carpenter	Park Operations				1.0			
Cemetery Operator	Park Operations				2.0			
Chipper Operator	Park Operations				1.0			
Gardener	Park Operations				2.5			
Labourer	Park Operations				4.0			
Maintenance Operator	Park Operations				6.0			
Manager - Parks Operations	Park Operations				1.0			
Mechanic	Park Operations				1.0			
Plant Operator	Park Operations				3.0			
Seasonal Maintenance Operator	Park Operations				3.0			
Senior Gardener	Park Operations				4.0			
Supervisor Cemetery Services	Park Operations				1.0			
Team Leader - Amenities	Park Operations				1.0			
Team Leader - Queens Park	Park Operations				1.0			
Team Leader - Turf Maintenance	Park Operations				1.0			
Winter Gardens Attendant	Park Operations				1.0			
Building Asset Supervisor	Property Services Group				1.0			
Manager - Building Assets	Property Services Group				1.0			
Manager - Planning	Resource Management				1.0			
Planner - Policy Focus	Resource Management				1.0			
Resources Management Officer	Resource Management				3.0			
Resources Management Administrator	Resource Management				1.0			
Senior Planner	Resource Management				0.4			
Senior Resource Management Officer	Resource Management				1.0			
Workflow App Coordinator	Resource Management				0.6			
Casual Parking Technician	Roading					2.0		
Manager - Roading	Roading				1.0			
Senior Roading Engineer	Roading				1.0			
Senior Traffic Management Officer	Roading				1.0			
Administration Assistant	Stid Museum & Art Gall - Admin				1.0			
Assistant Registrar	Southland Museum & Art Gallery				0.8			
Cafe Assistant	Southland Museum & Art Gallery					3.0	3.0	
Cafe Manager	Southland Museum & Art Gallery						1.0	
Cleaner	Southland Museum & Art Gallery				0.5			
Coordinator - Education & Visitor Services	Stid Museum & Art Gall - Admin				1.0			
Curator	Southland Museum & Art Gallery				2.9			
Curatorial Assistant	Southland Museum & Art Gallery				1.0			

Education Officer	Stld Museum & Art - Education	0.7			
Manager - Southland Museum and Art Gallery	Southland Museum & Art Gallery	1.0			
Museum Technician	Southland Museum & Art Gallery	2.4			
Retail Assistant	Stld Museum & Art Gall - Admin	0.4			
Retail Manager	Stld Museum & Art Gall - Admin	1.0			
Visitor Host	Southland Museum & Art Gallery	1.2	1.0	2.0	
Casual Housekeeper	Theatre Services		13.0		
Casual Theatre Officer	Theatre Services		15.0		
Administration Officer	Theatre Services	0.5			
Theatre Services Technician	Theatre Services	1.0			
Casual Electrician/Technician	Theatre Services		2.0		
Operations Manager - Theatre	Theatre Services	1.0			
Cleaner	Water	0.3	1.0		
Manager - Water Services	Water	1.0			
Relief Water System Control Officer	Water	1.0			
Team Leader	Water	1.0			
Water Operations Officer	Water	1.0			
Water Operator	Water	2.0			
Water Operator - Supervisor	Water	1.0			
Water System Control Officer	Water	4.0			
Director - Works and Services	Works and Services	1.0			