



Redland City Council Position Description

Date Created	2 OCTOBER 2020
Date Amended	
Position Master	
Related Positions	
Authority Level Approval	Group Manager
Established Position	Yes

Position Title	Asset Engineer
Position Number	201298
Award	Queensland Local Government Industry Award - State 2017 and applicable Division(s)
EB Agreement	Officers' Certified Agreement
Applicable Agreement/s	
Salary Level	6
Position Employment Type	Permanent
Attendance Type	Full Time
Department / Group	Infrastructure and Operations / City Assets
Unit / Team	Water and Wastewater Infrastructure Asset Management
Standard Hours	36.25
Medical Classification	A - Completion of a Medical Questionnaire

PRIMARY PURPOSE

To provide high quality general Water and Wastewater engineering service and advice that maintains and improves the community standards.

STATUTORY REQUIREMENTS AND CORPORATE REQUIREMENTS

All aspects of this position will be performed by the incumbent to:

- satisfy all relevant statutory obligations,
- satisfy public sector ethical standards, and Redland City Council (RCC) codes of conduct and values,
- comply with the Information Privacy Principles of the Information Privacy Act 2009,
- contribute to and support achievement of the Redlands Community Plan and RCC Corporate Plan,
- align with authorised RCC policies, guidelines, and procedures and
- support and contribute to customer service that satisfies the RCC Customer Service Charter; and
- protect the safety of self and other workers through safe work practices as detailed in the Workplace Health and Safety Responsibilities Procedure and associated statements.

For staff who create or receive corporate/business documents (including e-mail), it is a requirement that these documents be registered into the relevant corporate recordkeeping system/s in accordance with approved Policy and Procedures.

ORGANISATIONAL RELATIONSHIPS

Reports to: Civil Engineer (201088)

Supervises:

DELEGATIONS

As described in the Delegations Register.

Key Accountabilities

1	Coordinate the development, revision and maintenance of asset management plans for assets that are controlled by Water and Wastewater Infrastructure Asset Management.	20%
2	Manage a computerised maintenance management system. This incorporates inspection of assets, programming of works, auditing, report on asset condition, value of assets, works programming and ensuring asset information is up to date.	20%
3	Project manage multi-disciplinary teams to achieve cost effective outcomes, organisational acceptance of outcomes and productive working relationships. Ensure projects are completed in a timely manner in accordance with agreed project plans and project responsibilities as determined by the project sponsor.	15%
4	Provide professional engineering advice and support to clients by keeping abreast of contemporary and emerging trends in Water and Wastewater Engineering to ensure high-quality, consistent and sustainable outcomes are achieved that comply with environmental and engineering best practice and that meet corporate and community needs.	15%
5	Participate in the preparation of engineering guidelines and standards and policies related to the Water and Wastewater Infrastructure. Facilitate the development and implementation of management plans and appropriate reports that considers relevant legislation and Council requirements.	10%
6	Project manage financial, information and physical resources to achieve cost-effective services within the budgetary framework for Water and Wastewater Infrastructure.	10%
7	Develop and maintain sound working relationships with stakeholders and partners to advocate Council policies and strategies for Water and Wastewater Infrastructure.	10%

Selection Criteria

1	Achievement in engineering skills and knowledge with a well developed understanding of current and emerging legislation and standards as they apply to Water and Wastewater Infrastructure assets.	20%
2	Achievement in the application of systems for asset management that includes asset information, condition assessment and reports.	20%
3	Demonstrated achievement in developing policy and translating policy into strategy, working policies, plans and procedures.	15%
4	Demonstrated achievement in the utilisation of problem solving skills to negotiate solutions and deliver outcomes that are consistent with corporate goals. Proven ability to operate within a team environment, which requires working closely with team members and other stakeholders to develop sound working relationships while dealing with sensitive issues and diverse customers.	15%
5	Highly developed verbal and written communication skills, with achievement in effectively preparing professional correspondence and reports on routine to complex matters.	10%
6	Sound problem solving, negotiation and time management skills.	10%
7	Demonstrated achievement in the development and technical review of major capital and operational planning infrastructure programs.	10%

Mandatory Criteria

Tertiary Qualifications in Engineering
Current Open Class C Queensland Driver's Licence
Criminal History check prior to appointment

Desirable Criteria

Member of the institution of Engineers Australia
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Authorities

This position description meets the capability requirements of the position.

**Snr Workplace Relations Adviser/
Head of People and Culture**

Date:.....

**Group/General Manager/
Chief Executive Officer:**.....

Date:.....