



POSITION DESCRIPTION	
Position Title:	Shell Cove Engineer
Directorate	Council Sustainability
Reports to:	Shell Cove Executive Manager
Grade:	19 (Eligible for Civil Liability Allowance (CLA))
Hours:	35hrs per week (3 year Tenure)
Vehicle:	No
Position Code:	61002
Pre-placement Medical:	Low Risk – Not required
National Policy History Check:	Not required
WCCC Check:	Not required
Date Developed:	October 2019
Position Purpose	
Review and monitor engineering design and development of asset delivery and management plans for the Shell Cove project.	
Qualifications and Experience	
<i>(Minimum required/essential for success in the job)</i>	
<p><u>Essential:</u></p> <ul style="list-style-type: none"> • Bachelor degree in Civil Engineering or equivalent. • Demonstrated experience in successfully managing construction and maintenance projects. • Excellent teamwork and interpersonal skills particularly in negotiation with contractors, consultants and developers. • Demonstrated experience in asset management, operations and maintenance lifecycle requirements. • Demonstrated experience in development of asset management plans. • Demonstrated experience in costing and managing the delivery of civil projects and services. • Excellent written and verbal communication skills. • Current Class C Drivers Licence. <p>Desirable:</p>	

- Demonstrated project management experience on Infrastructure projects.
- Demonstrated knowledge of the preparation of Development Applications.
- Demonstrated experience in subdivision and or marine and harbour asset management.
- Demonstrated knowledge and experience in standards and regulations in the local government context.

Main Activities

Council operates on the principle of existing to provide benefits for our Community, Councillors, Customers and the Council itself – we call this the 4C's. This position is required to do everything they can to identify, develop, resource, provide, support and measure benefits to the 4C's.

- To provide Engineering expertise in the following areas:
 1. Shell Cove Project:
Review and monitor engineering related aspects of the Shell Cove project. Ensure compliance with Shell Cove regulatory approvals.
 2. Projects:
Prepare, review and monitor all engineering related aspects of Council's future entrepreneurial and commercial projects relating to the Shell Cove project.
 3. Harbour Management:
Partner with experts to develop harbour and marina management plans inclusive of regulatory authority compliance functions for Maritime Operations and Compliance, along with compliance with DA for harbor monitoring requirements.
- Develop and maintain contacts with industry, professional and government bodies.
- Preparation of relevant sections in asset management plans and ensuring sufficient budget exists and they align with the strategic goals and long Term Financial Plan of Council.
- Liaise with relevant sections within Council to ensure the asset management plans are achieved.
- Keep the Director Council Sustainability informed about progress on the various aspects of the Shell Cove Project from an engineering technical perspective for asset management timing and budget requirements.
- Keep the Director Amenity and Assets informed on engineering technical aspects of the Shell Cove Project.

Work Health & Safety

- Required to take reasonable care of self and others in the workplace.
- Cooperate with all health and safety policies and procedures agreed to by management and staff.
- Report any unsafe conditions that are identified.
- Not bypass or misuse systems or equipment provided for WH&S purposes.
- Must participate in WH&S training as required and contribute to the identification of hazards and contribute to the identification of hazards and assessment of risks as required.

Accountability and Behaviours

- To ensure that they are accountable for their behaviours in the delivery of their duties noted in the position and other functions relating to their role.
- Follow Council policies and procedures.
- Work collaboratively within the team and across Council towards common goals.
- Develop and maintain positive and effective professional working relationships with community and customers.
- Contribute to a positive organisational culture.
- Continuous improvement – evaluate current activities and continuously look for ways to improve quality, effectiveness and efficiency.

Organisational Values

- Apply and demonstrate Council's Core Values of Collaboration, Accountability, Integrity, Respect and Sustainability.
- Apply and demonstrate the four principles that together form the focus of the organisation, namely the 4C's: Community, Councilors, Customer and Council.