<table>
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<th>POSITION DESCRIPTION</th>
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<td><strong>Position Title:</strong> Shell Cove Engineer</td>
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<td><strong>Directorate:</strong> Council Sustainability</td>
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<td><strong>Reports to:</strong> Shell Cove Executive Manager</td>
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<tr>
<td><strong>Grade:</strong> 19 (Eligible for Civil Liability Allowance (CLA))</td>
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<tr>
<td><strong>Hours:</strong> 35hrs per week (3 year Tenure)</td>
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<td><strong>Vehicle:</strong> No</td>
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<td><strong>Position Code:</strong> 61002</td>
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<td><strong>Pre-placement Medical:</strong> Low Risk – Not required</td>
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<td><strong>National Policy History Check:</strong> Not required</td>
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<td><strong>WCCC Check:</strong> Not required</td>
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<td><strong>Date Developed:</strong> October 2019</td>
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**Position Purpose**
Review and monitor engineering design and development of asset delivery and management plans for the Shell Cove project.

**Qualifications and Experience**
*(Minimum required/essential for success in the job)*

**Essential:**
- 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.

**Desirable:**
- 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.
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<th>Accountability and Behaviours</th>
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<td>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.</td>
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<td>Follow Council policies and procedures.</td>
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<td>Work collaboratively within the team and across Council towards common goals.</td>
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<td>Develop and maintain positive and effective professional working relationships with community and customers.</td>
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<td>Contribute to a positive organisational culture.</td>
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<td>Continuous improvement – evaluate current activities and continuously look for ways to improve quality, effectiveness and efficiency.</td>
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<th>Organisational Values</th>
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<td>Apply and demonstrate Council's Core Values of Collaboration, Accountability, Integrity, Respect and Sustainability.</td>
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<tr>
<td>Apply and demonstrate the four principles that together form the focus of the organisation, namely the 4C's: Community, Councilors, Customer and Council.</td>
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