Role Description

Senior Development Design Engineer

<table>
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<tr>
<th>Title</th>
<th>Senior Development Design Engineer</th>
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<tbody>
<tr>
<td>Classification/Grade/Band</td>
<td>Band 3 Level 3</td>
</tr>
<tr>
<td>Group/Unit/Section</td>
<td>Environment and Planning/Development Assessment/Engineering Assessment</td>
</tr>
<tr>
<td>Reports to</td>
<td>Section Manager Engineering Certification</td>
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**Vision**

A vibrant organization doing great things.

**Purpose**

To provide valuable services that strengthens and supports the Central Coast Community.

**Values**

Decisions, actions and behaviours are governed by our Corporate Values; Be Safe, Serve, Collaborate, Improve, Be Your Best and Be Positive. All employees have a responsibility to uphold and champion these values.

**Primary Role Statement**

In contributing to the overarching vision and purpose, the role of Senior Development Design Engineer is responsible for ensuring that the design and construction of civil engineering works by consultants, developers, project managers and contractors related to development is in accordance with Central Coast Council’s standards and community expectations while protecting and enhancing the natural and built environment.

The position of Senior Development Design Engineer is required to provide quality customer service and create value for the community.
Key Duties and Responsibilities

- Assessment of civil engineering designs and associated documentation submitted to Council as part of applications for construction certificates (subdivisions) under the Environmental Planning and Assessment Act, design approval for works under the Roads Act and design approval for storm water drainage works under the Local Government Act. This applies to designs of all complexity;

- Liaise with applicants prior to and during the civil engineering design assessment process, in a timely manner, to enable efficient resolution of design matters;

- Approve and issue construction certificates (subdivisions) under the Environmental Planning and Assessment Act, design approvals for works under the Roads Act and design approvals for stormwater drainage works under the Local Government Act;

- Provide advice and feedback to the Development Design Engineer in the assessment of civil engineering design matters as well as Engineering Assessment staff and internal/external stakeholders in relation to design requirements for conditions of development consent;

- Calculate fees and provide quotations and/or invoices for customers in relation to applications for construction certificates (subdivisions), applications for Roads Act Design Approvals and applications for Local Government Act Storm water Design Approvals;

- Estimate quantities and costs based on civil engineering designs for various civil engineering works and carry out site inspections as part of the assessment of civil engineering designs;

- Liaise with other departments within Council to establish suitable design requirements in relation to non-standard design requirements;

- Apply judgement in weighing competing priorities with regards to infrastructure asset management, risk and financial liabilities, legal implications, environmental impacts, technical and sustainability issues;

- Encourage the use of techniques and technologies that reduce demand on both natural environment and built infrastructure to support Council’s move towards sustainable development;

- Keep up to date with design standards, design guidelines and industry practice in relation to civil engineering works. In particular roads and storm water drainage works;
• Perform any other duties, tasks or projects the employer may assign, having regard to the incumbent’s skills, training and experience.

Authority and Accountability

• Take care of your own health and safety and that of others. Comply with any reasonable instructions and apply Council’s Safe Systems of Work consistent with the Responsibilities, Authorities and Accountabilities of your role;

• The Senior Development Design Engineer is required to make autonomous decisions usually influenced only by Council policy, the situation and relevant legislative framework. Independent action is required;

• Decisions affect the work and activities of others within the section or from a specific project team;

• The work of the Senior Development Design Engineer influences a number of separate community groups through policy application and development;

• The Senior Development Assessment Engineer is involved in the development and maintenance of appropriate safety or other standards, or provides instruction and/or training concerning such standards;

• Identifies requirements as an input to budget development;

• Look for ways to save costs. Be conscious of budget constraints and be aware of cost implications of own actions within own work area.

Personal Attributes

• Give frank and honest feedback/advice and seek to listen and understand when ideas are challenged;

• Represent the organisation honestly, ethically and professionally and encourage others to do so;

• Demonstrate a high level of personal motivation, take opportunities to learn new skills, develop strengths and examine and reflect on own performance;
• Support initiatives that create an environment where diversity is valued.

**Interpersonal Skills**

• Write fluently in a range of styles and formats and tailor communication to the audience;

• Identify customer service needs, understand customer perspectives and implement responsive solutions

• Build cooperation and overcome barriers to information sharing and communication across teams/units;

• Lead and facilitate productive discussions with staff and stakeholders, encouraging others to talk, share and debate ideas.

**Business Enablers and Technical Skills**

• Provide guidance, coaching and engage staff in change process and recognise cultural barriers that undermine change;

• Use expertise and seek others’ assistance to achieve work outcomes;

• Ensure current work plans and activities support and are consistent with organisational change initiatives;

• Research and analyse information, identify interrelationships and make recommendations based on relevant evidence;

• Ensure that actions of self and others are focused on achieving organisational outcomes;

• Take account of financial implications and return on investment when planning financial transactions;

• Support compliance with records, information and knowledge management requirements of the organisation;

• Be aware of procurement and contract management risks and actions to mitigate these;

• Evaluate progress and identify improvements for future projects.
Team Work

- Ensure team objectives achieve business outcomes that align with organisational policies;
- Plan and monitor resource allocation effectively to achieve team objectives.

QUALIFICATIONS

Essential

- Degree qualification in Civil or Environmental Engineering or related field OR demonstrated solid contemporary experience in a similar role, combined with ongoing professional development;
- Current Class C Drivers Licence.

Desirable

- Post graduate qualifications in Civil or Environmental Engineering.

EXPERIENCE

- An extensive knowledge directly related to Civil Engineering Design is required, including experience and a general knowledge of all aspects associated with development and environmental planning;
- Experience in providing effective and accurate decisions in the assessment of the design for a wide range of development applications;
- A high level of understanding and interpretation of relevant legislation, codes, policies and procedures related to engineering design;
- A good understanding of the Environmental Planning and Assessment Act, the Roads Act, the Water Management Act and the Local Government Act is required together with an awareness of other related environmental and planning legislations/regulations;
- Demonstrated proficiency in providing technical expertise, coaching and advice to staff to allow them to effectively undertake their responsibilities and duties;
- Demonstrated ability to build strong, credible relationships and influence, persuade or negotiate outcomes that add value to the organisation;

- Proven ability to assess and interpret information to formulate recommendations and provide specialist advice to enable the organisation to achieve quality outcomes.

**Key Relationships**

<table>
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<tr>
<th>Internal</th>
<th>External</th>
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<tbody>
<tr>
<td>Other Council employees (not including direct reports)</td>
<td>Members of the Public/residents/ratepayers</td>
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<tr>
<td>Senior Management</td>
<td>Property Developers and their representatives.</td>
</tr>
<tr>
<td>Team Leader and Section Manager – Engineering Assessment</td>
<td>Other authorities</td>
</tr>
<tr>
<td></td>
<td>Consultants, solicitors and other professionals</td>
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