

POSITION DESCRIPTION



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POSITION TITLE & NUMBER:	Senior Transport Engineer (#201)
EMPLOYMENT STATUS:	Full Time, Ongoing
CLASSIFICATION:	Band 7
FULL TIME STARTING SALARY:	\$99,276 plus superannuation
UNIT:	Engineering

APPLICATION GUIDELINES

Please submit a cover letter, outlining why you are interested in this position and detailing your relevant experience with your current CV/resume.

THE CITY

Greater Bendigo celebrates our diverse community. We are welcoming, sustainable and prosperous. Walking hand-in-hand with the traditional custodians of this land. Building on our rich heritage for a bright and happy future. The City works in partnership with our community to move toward this vision and deliver the Greater Bendigo Council Plan (Mir wimbul).

We are a values driven Organisation and committed to embracing diversity, flexibility and supporting employee training and development. The City provides a safe, inclusive and team orientated work place where people perform at their best. Further information is found at the [City of Greater Bendigo website](#)

THE UNIT

The Engineering unit manages the planning and delivery of a range of infrastructure including roads, bridges, drainage and urban developments. The unit develops a capital works programs for new and renewal of civil and other infrastructure. Delivery of community infrastructure for engineering and other City departments is undertaken through both engagement of external resources and coordination with the Works Unit. Standards for external works undertaken by service authorities and private development are developed, monitored and enforced by the unit. The unit manages geographic information services and asset management data across Greater Bendigo.

POSITION OBJECTIVE

- Development of projects and capital works programs relating to transport, traffic safety and traffic management.
- Undertake engineering investigations and provide specialist advice relating to transport, road safety and traffic management.

KEY RESPONSIBILITIES AND DUTIES

- Develop road safety and transport safety applications and programs.
- Undertake engineering investigations and provide specialist advice relating to transport, road safety and traffic management.
- Provide leadership and support to the Traffic Engineer.
- Ensure subdivisional and planning development occurs with consideration to best practice road and traffic design.
- Coordinate specific engineering projects including traffic studies and road safety plans.
- Develop and prepare concept designs and applications for appropriate Road Safety treatments and funding applications.

Our Values & Behaviours



- Participate in the development of strategic plans and policies relating to infrastructure and transport.
- Manage existing and upgrades to public lighting and bus stop infrastructure.
- Liaise with Victoria Police, Department of Transport and Planning (DTP) and V/Line on road safety and traffic matters as required.
- Development and management of 5 year Capital Works program for traffic safety, traffic management and bicycle infrastructure projects.
- Develop a team approach to problem solving and improving operations and service delivery.

SKILLS AND ATTRIBUTES

Technical/specialist skills:	Traffic engineering, staff development, budgets, attention to detail, problem solving
Personal attributes:	Communication, motivating, encouraging, innovative, time management

ORGANISATIONAL RELATIONSHIPS

Reports to:	Coordinator Infrastructure Development
Supervises:	Traffic Engineer
Internal Liaisons:	Staff members, Managers, Directors and other City employees
External Liaisons:	Service authorities, contractors, general public, customers and external suppliers

ADDITIONAL INFORMATION

- A satisfactory Police Record Check and evidence of any required vaccinations is required for this position.
- You will comply with and follow all Occupational Health and Safety requirements as set out in all relevant policies, procedures, legislation and Acts.
- You may be provided with or use equipment that contains electronic monitoring devices.
- Some flexibility in working hours is required including early starts, weekends, public holidays and/or evening work.
- The Presentation and Assets Directorate operates under a standards based Integrated Management System (IMS) for Quality, OH&S and Environment. All Presentation and Assets Staff are required to comply with the requirements of the IMS.

QUALIFICATIONS

- Degree or Diploma qualification with several years of subsequent relevant experience in Civil Engineering, or higher formal qualifications either in Civil Engineering or in Management together with experience, or lesser formal qualifications with extensive relevant experience.

KEY SELECTION CRITERIA

- Relevant Engineering qualification permitting admission to the Institute of Engineers (Australia)
- Demonstrated knowledge and experience in traffic engineering and road safety including applications for external funding.
- Demonstrated knowledge and experience applying speed zoning guidelines, undertaking road safety assessments and planning permit traffic referrals.
- Skills in managing time, setting priorities and planning and organising one's own work and that of other employees so to achieve specific and set objectives in the most efficient way, with the available resources, within a set timetable despite conflicting pressures.
- Knowledge of and familiarity with the principles and practices of budgeting and relevant accounting and financial procedures.
- Demonstrated ability to be innovative with design and provide advice on specialist engineering matters.
- Demonstrated ability to discuss and contribute to the resolution of engineering related issues with the public, other employees of Council and employees of other authorities.

BAND 7 CLASSIFICATION DESCRIPTORS

ACCOUNTABILITY & EXTENT OF AUTHORITY:

- Responsible for resource management, the freedom to act is governed by policies, objectives and budgets with a regular reporting mechanism to ensure achievement of goals and objectives. Decisions and actions taken at this level may have a significant effect on the programs or projects being managed or on the public perception of the wider organisation.
- Responsible for providing specialist advice and to regulate clients, the freedom to act is subject to professional and regulatory review. The impact of decisions made or advice given may have a substantial impact on individual clients or classes of clients.
- Input into policy development and formulation within the area of expertise, the work may be of an investigative, analytical or creative nature, with the freedom to act generally prescribed by a more senior position. The quality of the work of these positions can have a significant effect on the policies which are developed.

JUDGEMENT & DECISION MAKING:

- The nature of the work is specialised with methods, procedures and processes generally developed from theory or precedent. Ability to problem solve using the application of these established techniques to new situations and ability to recognise when these established techniques are not appropriate.
- Requirement to identify and analysis an unspecified range of options before a recommendation can be made into policy formulation.
- Guidance is not always available within the organisation.

SPECIALIST SKILLS & KNOWLEDGE:

- Require proficiency in the application of a theoretical or scientific discipline in the search for solutions to new problems and opportunities.
- Analytical and investigative skills are required to enable the formulation of policy options from within a broad organisation-wide framework.
- An understanding of the long term goals of the wider organisation and of its values and aspirations and of the legal and political context in which it operates.
- Knowledge of and familiarity with the principles and practices of budgeting and relevant accounting and financial procedures.

MANAGEMENT SKILLS:

- Supervise and provide guidance and support to staff.
- Skills in managing time, setting priorities and planning and organising one's own work and where appropriate that of other employees so as to achieve specific and set objectives in the most efficient way possible within the resources available and within a set timetable despite conflicting pressures.
- An understanding and an ability to implement personnel policies and practices including awards, equal opportunity and occupational health and safety policies, recruitment and selection procedures and techniques, position descriptions and employees development schemes.
- Contribute to the development and implementation of long term staffing strategies.

INTERPERSONAL SKILLS:

- Ability to demonstrate, display and promote the City's staff values and behaviours.
- Ability to provide excellent customer service in adherence to the City's Customer Service Charter.
- High level written and oral communication skills.
- Ability to gain co-operation and assistance from clients, members of the public and other employees in the administration of broadly defined activities and to motivate and develop employees.
- Ability to liaise with counterparts in other organisations to discuss and resolve specialist problems and with other City employees to resolve intra-organisational problems.
- Ability and commitment to maintain confidentiality at all times.