

# Role Description

## Principal Development Design Engineer



<b>Title</b>	Principal Development Design Engineer
<b>Classification/Grade/Band</b>	Band 3 Level 3
<b>Group/Unit/Section</b>	Environment and Planning/Development Assessment/Engineering Assessment
<b>Reports to</b>	Section Manager Engineering Certification

### 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 The Principal Development Design Engineer is responsible for coordinating assigning Subdivision Works Certificate, Roads Act and associated applications to the Development Design Assessment staff, providing advice to Development Design Engineers and undertaking associated complex tasks for the Section Manager to achieve Council's requirements in relation to asset quality and management, safety and risk, sustainability, community expectations and impact on the built and natural environment.

The position of Principal 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 of all complexities submitted to Council as part of applications for Subdivision Works Certificate approvals road, intersection, paths, water quality and storm water drainage works, etc under the applicable legislations.
- Co-ordinating Subdivision Works Certificate, Roads Act and associated applications to the Development Design Assessment staff
- Liaise with applicants prior to and during the civil engineering design assessment process, in a timely manner, to enable efficient resolution of design matters;
- Provide advice, feedback and peer review of applications for the Development Design Engineering group in the assessment of more complex civil engineering design matters as well as Engineering Assessment staff and internal/external stakeholders in relation to design requirements for conditions of development consent and have an advanced knowledge of road design.;
- Provide advice to internal and external stakeholders and have a strong and demonstrated understanding of road safety requirements including Safe Systems principals and assessments, Road Safety Auditing, Movement and Place as well as other contemporary safety assessment.
- Review, advise and calculate fees and provide quotations and/or invoices for customers in relation to applications for Subdivision Works Certificates, applications for Roads Act and Local Government Act Storm water Design applications;
- Validate quantities and costs based on assessed and approved civil engineering designs for various civil engineering works of works in kind applications.
- Assist and/or undertake review/assessment of State Significant or similar developments, Rezoning, Development Control Plans, etc
- Liaise with other departments within Council to establish suitable design requirements in relation to non - standard design requirements and undertake own decisions in relation to non-standard fit for purpose solutions;
- 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 emerging & contemporary techniques and technologies that reduce demand on both natural environment and built infrastructure to support Council's move towards sustainable development and keep up to date with design standards, design guidelines and industry practice in relation to civil engineering works and contribute to knowledge transfer and mentoring within the section;
- Perform any other duties, tasks or projects, as required to contribute to the operation of the section and/or unit.

### **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 Principal 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 Principal Development Design Engineer influences a number of separate community groups through policy application and development;
- The Principal Development Design 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.
- Accredited Road Safety Auditor

### **EXPERIENCE**

- An extensive knowledge directly related to Civil Engineering Design is required, including extensive experience and a general knowledge of all aspects associated with land development and environmental planning;
- Extensive experience in providing effective and accurate decisions in the assessment of the detail design for a wide range of applications relating to development;



- 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, de-escalate and resolve confrontation and conflict 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

Internal	External
Other Council employees (not including direct reports)	Members of the Public/residents/ratepayers
Senior Management	Property Developers and their representatives.
Section Manager – Engineering Certification	Other authorities
	Consultants, solicitors and other professionals

