

POSITION DETAILS

Position Title:	Stormwater Engineer	Position Grade:	10
Department/Group:	Engineering and project Delivery/ City Infrastructure	Position Status / Hours per Week:	Full-time (35 Hour week)

PRIMARY PURPOSE OF THE POSITION

This position serves to support the team and the department in managing Council's roads, stormwater drainage, footpaths, car parks and civil assets by providing engineering services.

- Provide professional and technical advice on matters relevant to the management of Council's Roads, Stormwater Drainage and Civil Infrastructure.
- Assist in the preparation, liaison, and administration of grant applications relevant to Council's Civil infrastructure.
- Assist in the planning, design and construction of roads, drainage asset replacement, flood mitigation, water sensitive urban design and creek rehabilitation projects/
- Preparation of project briefs for capital works related to infrastructure services
- Provide technical feedback on design drawings and reports prepared by internal and external designers and consultants
- Assist in reviewing, investigating and providing advice on Local Development Applications on flood prone lands including the reviewing of designs and studies
- Respond to general customer and client enquiries and councillor requests.
- Support the unit in managing Asset data for drainage and related assets.
- Obtain and analyse data for floodplain management and asset management.
- Communicate and liaise with key stakeholders, including the local community, government agencies, special interest groups, industry associates, commercial organisations and council staff.
- Attend meetings as required.
- Promote a safe and desirable working environment that demonstrates a consistent corporate image and work culture in accordance with the City of Ryde corporate principles.

SELECTION CRITERIA

Education / Qualifications

- Degree in Civil Engineering or equivalent.

Experience/Specific skills

- Demonstrated experience in stormwater drainage infrastructure investigation and design.
- Computer systems knowledge and skills in asset data collection / management, relevant technical applications and mapping.
- Experience in the use of hydrologic, hydraulic and water quality models with respect to latest Australian standards.
- Experience in the development approval process in particular the assessment of development applications from stormwater and floodplain risk management perspective.
- Demonstrated ability in researching new subject areas and provide management level reports.
- Experience with relevant software packages such as HEC-RAS, TuFLOW, DRAINS.
- Sound written communication skills including the ability to prepare correspondence, reports and submissions.
- Class C Drivers Licence.

Personal Attributes

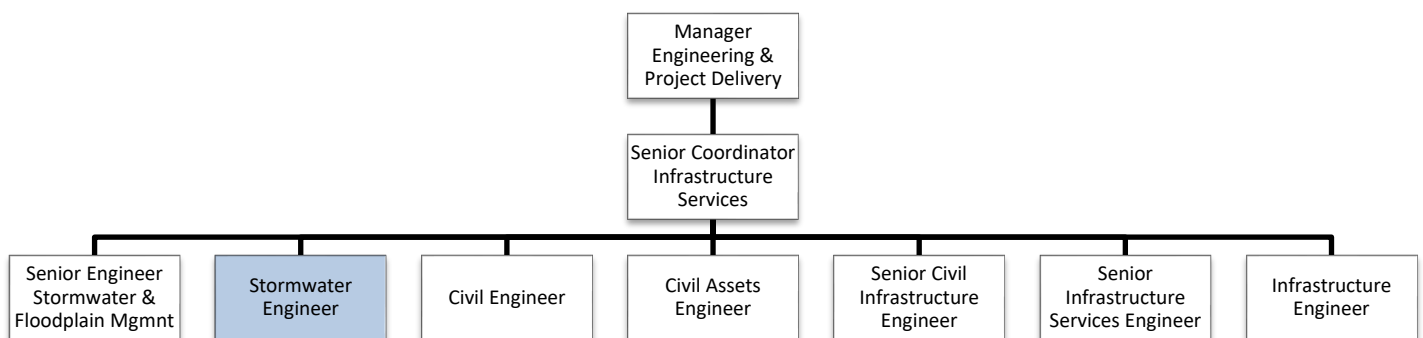
- Highly developed analytical, problem solving and research skills.
- Demonstrated stakeholder/relationship management skills.

Desirable Qualifications, Experience and/or Skills

- Experience in Local Government.
- Sound knowledge of project management methodologies.
- Experience in GIS systems, Microsoft Excel and Microsoft Access.
- Bi-lingual language skills

Please note: In line with Council's COVIDSafe Workplace Policy & Procedure all staff are required to be vaccinated against COVID-19

ORGANISATIONAL CHART



CORPORATE ACCOUNTABILITIES

The statements below indicate the relevant organisational “Accountabilities” that the position holder is required to observe.

1	To comply with legislative requirements
3	To adhere to Council plans, policies, procedures and Code of Conduct
4	To understand, adhere and promote all WHS policies and procedures
5	To understand, adhere and promote Council's EEO policies and procedures.
7	To understand and respond to the needs of our customers in accordance with the Customer Service Charter
8	To deliver your accountabilities and meet your project milestones, performance targets and service levels as required within your job plan
12	To actively document all policies, procedures, projects and activities (as required)
13	To actively share information and knowledge on issues, training and better practice to relevant staff
14	To identify and initiate improvements of business systems to maximise service delivery
15	To identify and initiate improvements of processes to maximise service delivery
16	To deliver all project deliverables through PM_CoR methodology
17	To identify and minimise exposure to risk

CORPORATE ACCOUNTABILITIES

20	To be involved in or provide feedback on corporate initiatives
21	To positively and proactively work with others across the organisation to deliver the outcomes
25	To model Council's values
26	To create and contribute to a positive work environment within my team, my Unit and the workplace.
28	To undertake relevant training to improve performance of the individual, organisation and meet mandatory requirements

WORK HEALTH AND SAFETY RESPONSIBILITIES

You are required to perform your duties in accordance with this Position Description, City of Ryde Code of Conduct, policies procedures and instructions, where appropriate. You are also responsible for the following:

Work Health and Safety

- Follow safe practices/procedures to perform your duties in a manner, so as not to put yourself or others at risk of harm;
- Participate in development of safe work methods and risk assessments with your Supervisor when required;
- Actively participate in WHS inductions and training when required;
- Wear Personal Protective Equipment (PPE) in the prescribed manner and when specified;
- Participate in workplace inspections if required;
- Take care of any plant or equipment of any kind, including computer and other telecommunication devices;
- Participate in emergency preparedness training, including any required knowledge for business continuity plans;
- Report all hazards, near misses and damage to City of Ryde property to your Supervisor.

Certificates of Competency / Licences

- Where required for the position, either by legislation or through City of Ryde policies and procedures, maintain all certificates, licences, operative training etc, and advise Supervisors of any change to these, including vehicle licences.

Injury Management

- Report all injuries/illnesses to your Supervisor immediately;
- If injured at work, actively cooperate and participate to comply with obligations imposed under injury management and return-to-work plans where applicable.

Risk Management

- Report any potential public liability and professional indemnity exposures in your workplace to your Supervisor.

OUR VALUES

All employees at City of Ryde are to observe our values which are:

Health & Safety

We take personal responsibility for our own health, wellbeing and safety. As well as the health, wellbeing and safety of our colleagues and customers.

Excellence

We do the best we can for our customers and embrace innovation in the way we work.

Accountability

We are honest, transparent and act in the best interest of Council and the community.

Respect

We listen, seek to understand, and celebrate the diversity of the people within our organisation and the community.

Teamwork

We work within both our own teams and other teams to successfully achieve council's goals.

DELEGATIONS

Please note that this position holds delegations pursuant to section 378 of the Local Government Act. A copy of the current delegations from the Chief Executive Officer is to be reviewed and signed by the employee on commencement.

DESIGNATED POSITION

Please note that this position has been identified as a designated position in accordance with section 4.8 of the Model Code of Conduct for Local Councils in NSW. As a result, in accordance with Section 421 of the Model Code, a completed Disclosure of Interest Return form must be submitted within three months of appointment. Annual Disclosure of Interest Returns are also required to be completed by 30 September each year.

Employee's Name	
Employee's Signature:	
Date:	