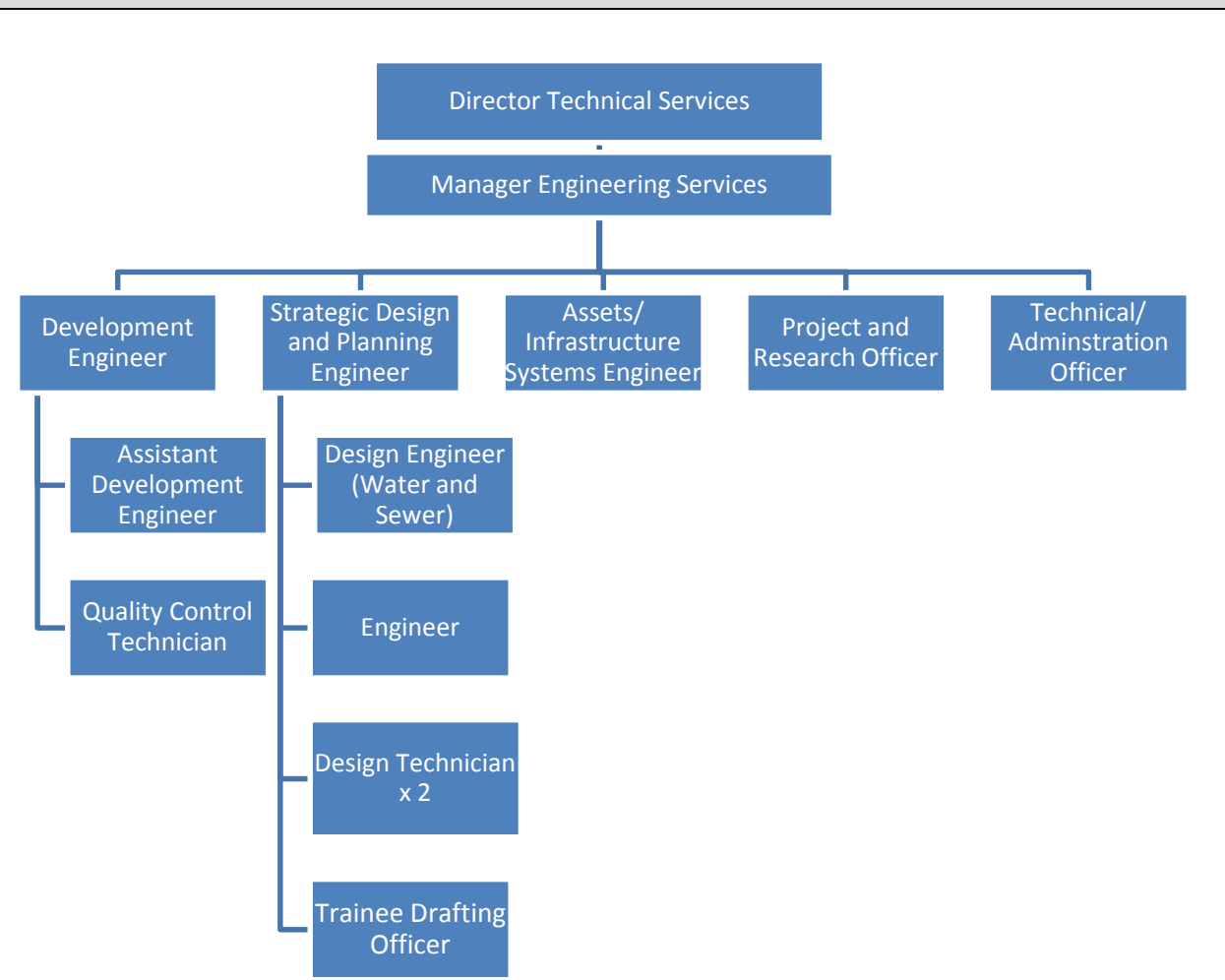


<b>Position Title:</b>	Design Engineer (Water and Sewer)
<b>Position Number:</b>	TBA
<b>Division:</b>	Technical Services
<b>Section:</b>	Engineering Services
<b>Grade:</b>	11
<b>Delegations:</b>	See attached document (as per Council's Delegations Register).

#### Primary Purpose of Position

To provide expert engineering technical expertise in the investigation, options development, design and delivery of Council's water and sewerage infrastructure projects, including liaison with external and internal agents.

#### Sectional Structure



<b>Selection Criteria</b>	
<b>Qualifications/ Licences</b>	<ul style="list-style-type: none"> <li>• Tertiary qualifications in Civil Engineering or associated discipline</li> <li>• General Construction Induction Card (White Card) or ability to acquire</li> <li>• Current Class C driver's licence</li> </ul>
<b>Skills and Experience</b>	<ul style="list-style-type: none"> <li>• Extensive experience in a similar role including engineering design (preferably water and sewerage or similar field) at both a strategic and an operational level</li> <li>• High level communication skills both verbal and written including the capacity to interact with all levels of staff and the public while maintaining effective customer service and relationship management</li> <li>• Ability to think strategically with a capacity for lateral thinking, creativity and problem solving</li> <li>• Demonstrated commitment to the development of a culture of innovation and continuous improvement</li> <li>• Excellent organisational and planning skills, including the capacity to work to deadlines and set priorities</li> <li>• Well-developed computer literacy skills in the use of a variety of computer software packages including the use of Water and Sewerage reticulation modelling software</li> <li>• Demonstrated project management experience in a complex organisation</li> <li>• Demonstrated knowledge of Australian Standards and regulations pertaining to the Water and Sewerage Industry</li> <li>• Demonstrated ability to model Council's key values and desired behaviours</li> </ul>
<b>Key Accountabilities/Duties</b>	
<ul style="list-style-type: none"> <li>• Assist the Engineering Services and Water and Sewerage sections with: <ul style="list-style-type: none"> <li>a. the development of long term water and sewerage strategies as required, including the investigation, planning and design of water and sewerage infrastructure works</li> <li>b. the approval of water and sewerage engineering plans for developments</li> <li>c. the management of design consultants to ensure they provide practical, cost effective and timely solutions including on development standards and design requirements</li> <li>d. other civil engineering design and planning as required to meet the workload and deadlines of the Engineering Services department</li> </ul> </li> <li>• Prepare and/or provide strategic advice on engineering computations, estimates and contract specifications for water and sewerage infrastructure projects</li> <li>• Prepare and deliver engineering designs for Council's water and sewerage infrastructure projects in accordance with all Australian Guidelines, Codes (including Orange City Council's Development and Subdivision Code), Standards and Regulations pertaining to the Water and Sewerage Industry</li> </ul>	

- Provide engineering advice on council policy to consultants, developers and the general public on water and sewerage infrastructure design and future works
- Develop and maintain sufficient expertise to operate Council's water and sewer models
- Project manage works associated with renewals, upgrade and expansion of Council's water and sewerage infrastructure
- Investigate and report on various infrastructure related issues associated with the repair, maintenance or construction of Council's water and sewerage assets
- Ensure practical, cost effective and timely solutions including on development standards and design requirements
- Manage resource co-ordination and assist in direct control of teams for specific projects as required
- Develop reports, reply to correspondence and other administrative matters, as required.
- Undertaking Enterprise Risk Management (ERM) Assessments and WHS assessments on engineering designs and ensuring actions on those assessments
- Comply with Council's Code of Conduct, relevant policies and procedures, values and behaviours, and work health and safety responsibilities, as amended from time to time

### Corporate Values

As a values-based organisation, Council demonstrates its values through workplace behaviours. These behaviours provide a framework for staff to model behaviour across the organisation. Underpinning the behaviours is the Orange City Council Code of Conduct. Council's corporate values are listed below:

- **Respect** – is honest and respectful towards others and works as part of a team
- **Ownership** - takes responsibility for actions
- **High Performance** - pursues performance excellence and continually looks for improvement
- **Customer Focus** - demonstrates a customer focused approach towards internal and external customers
- **Safety** - works safely, in accordance with Council's Work Health and Safety policy and procedures
- **Equal Employment Opportunity (EEO)** – complies with EEO principles and respects diversity
- **Leadership** – Council encourages all its employees to lead by example and role model our values. Leaders also need to ensure they provide constructive feedback and encourage high performance by coaching, developing, recognising and managing people effectively

### Work Health and Safety Responsibilities

All employees are responsible for Work Health and Safety (WHS) for Orange City Council and their duties include:

- Complying with Council's WHS policies and procedures
- Working with due diligence and consideration to safeguard their own health and safety and the health and safety of others
- Reporting any potential hazards, incidents or injuries to their Supervisor and Human Resources within 48 hours

- Participating in any applicable WHS consultation arrangements
- Complying with any Return to Work Plan if injured and supporting rehabilitation in the workplace
- Correctly using all personal protective equipment
- Complying with emergency and evacuation procedures and site rules if applicable
- For Managers, Supervisors, Team Leaders or Gangers, you have additional WHS responsibilities as defined in the Orange City Council Work Health and Safety Management Policy (OP 84)

#### General

- The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.
- Local Government (State) Award conditions apply to all entitlements.
- The Position Description links to the overall organisational Delivery/Operational Plan which ties into an employees' key performance indicators (KPIs) as part of their annual performance review.
- Position descriptions may be amended from time to time in accordance with business needs and in consultation with the incumbent of the position.

*I acknowledge that I have read and understood the duties, responsibilities and delegations of the position as outlined in the above Position Description*

<b>Name of Employee</b>	
<b>Signature of Employee</b>	
<b>Date</b>	

*Human Resources Only: This position's ordinary hours of work shall be based on a 35 hour week to determine the hourly rate of pay*