

Project Officer - Asset Management

Position Description

Division	Projects and Asset Services	Department	Asset Management
Reports To	Team Leader Innovation	Direct Reports	No

Position Purpose

This position will provide technical advice and expertise to the Team Leader Innovation to support the delivery of innovative business process improvements including artificial intelligence and new technology initiatives to achieve effective asset management outcomes.

Responsibilities & Outcomes

As a member of the Asset Management team you will:

- Assist in the delivery of innovative project and business process improvement initiatives through the running of pilots, business case development, development and physical deployment of devices and business processes.
- Undertake equipment/product selection, testing and procurement including supporting the management and delivery of service contracts.
- Assist with undertaking data validation, business process refinement and continuous improvement asset management initiatives.
- Provide technical input and support into change management, training and communication and business process re-engineering to support the successful delivery of innovation project initiatives to drive effective asset management outcomes.
- Develop interactive reporting of asset data to ensure visibility and usability of key information across Council.
- Contribute to a positive team environment to achieve a high performance, continuous improvement and customer focused culture.
- Build strong relationships and work collaboratively with key stakeholders including the broader Asset Management team, ICT and Asset Maintenance to support the successful delivery of innovative project initiatives and outcomes.

Our Values

Our values shape the way we behave, how we interact with each other and our customers. They underpin our decision making and are our guiding principles for how we work every day. As a team member you will take individual accountability for demonstrating the values expectations and behaviours in this role.

SERVICE**TEAMWORK****INTEGRITY****RESPECT****SUSTAINABILITY**

Decision Making

Budget N/A

Delegations Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience

- Well-developed knowledge of system implementation, hardware design, camera setting business intelligence reporting, change management practices and business process re-engineering.
- Well-developed knowledge of artificial intelligence platforms and machine learning development.
- Experience using machine learning frameworks such as Python, TensorFlow and PyTorch and cloud services such as AWS SageMaker or ability to learn quickly.
- Sound knowledge of data analytics tools such as Power BI or the ability to learn quickly.
- High attention to detail and the ability to accurately work with large volumes of data.
- Knowledge and experience in infrastructure asset management engineering or ability to learn.
- Strong time management skills and the ability to manage conflicting priorities and meet deadlines.
- Strong people and relationship management skills with the ability to work in a positive team environment communicating and engaging effectively at all levels.

Qualifications

- Degree in Data Science, Computer Science, Information Technology or Engineering or demonstrated relevant experience.
- Current "C" Class Driver's Licence.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.