

# Role Description



**Position Title** Project Engineer

**Position Number** IDS082

## Purpose of Role

To provide project and construction management, supervision, and inspections for multi-disciplinary and capital works infrastructure projects; including the provision of professional engineering support within the department.

## Specific Responsibilities

Act as a point of contact for project and construction management matters by providing expert advice, innovation and problem solving through the exercise of judgement.

Manage the delivery of infrastructure projects, fulfilling a senior project and construction management role for works as directed.

Coordinate design projects, including liaison with internal and external providers, consultants, contractors and project stakeholders.

Undertake project management tasks relevant to the delivery of council infrastructure and services including the review of project scopes, design review, cost estimation, constructability considerations, contract documentation, specifications, quality and environmental issues.

Work independently, and interdependently with project managers where directed; in the management of contract construction works to ensure projects are completed in accordance with: design drawings, technical specifications, contract management requirements, stakeholder liaison, quality control, including the inspection and supervision of construction works to ensure that projects are completed in compliance with all requirements.

Undertake engineering assessment, inspections, and investigations throughout the contract period including: hold points, defects and final inspections, assessment of payment claims and variations, and monitoring of defects.

Report on project and construction issues such as works progress, financial expenditure, contractual issues, construction inspections, site safety, environmental management, testing regimes for quality and compliance of materials and workmanship.

Resolve technical issues as they arise and consult with management and/or project managers regarding construction matters and possible variations to works under contract.

## Work Experiences and Skills - essential

Demonstrated relevant experience in a similar role or a role requiring a similar skill set.

Demonstrated ability to understand tender documents, design drawings, specifications, schedules and contracts having regard for relevant construction standards and Australian Standards.

Demonstrated ability to apply critical thinking, reasoning, evaluation and decision making skills.

Excellent time management skills to achieve proficiency and effectiveness in managing conflicting priorities and meeting deadlines.

Highly-developed people and relationship skills with demonstrated ability to work in a team environment communicating and motivating effectively at all levels of the organisation, contributing to a positive work environment with a strong focus on provision of quality customer service.

## Academic, Trade Qualifications and other Licences - essential

Degree in Civil Engineering recognised by Engineers Australia.

Construction Induction Card competency that has been used or obtained within the past 2 years.

Current C class driver's licence.

## Recordkeeping

In accordance with council's recordkeeping guideline, ensure that full and accurate records are made of all business transactions conducted on behalf of council and that these records are appropriately kept and stored in the appropriate corporate information management systems.

## Health, Safety and Environment

Ensure your safety and that of your work colleagues at work whilst complying with council's workplace health and safety policies, procedures and practices. At no time are you to perform work duties in an unsafe manner. You must always ensure all risks associated with your work tasks are identified and control actions are implemented before work commences.

## Work Location

You may be required to perform your role from any work location within the region.

## Diversity Undertaking

You may be required to perform duties outside the specific responsibilities within the limits of your skill, competence and training.

## Organisational Expectations

