

**A THRIVING REGION OF OPPORTUNITY WHERE OUR COMMUNITIES
ENJOY A VIBRANT LIFESTYLE**

Civil Designer

Division	Infrastructure Planning	Department	Integrated Transport Planning and Design
Reports To	Team Leader Civil Design	Direct Reports	No

Position Purpose

This position will prepare moderately complex documentation and detailed engineering-based design for projects that incorporate a range of elements that form the built environment and are consistent with council's strategic outcomes of quality urban design and place making.

Key Responsibilities and Outcomes

Operational

As a civil designer within the design services team you will:

- Prepare moderately complex and integrated designs consistent with Council's strategic outcomes and policies of developing quality places around the needs of people drawing from contemporary best practice and standards.
- Apply technical design knowledge to the development of innovative solutions based outcomes that integrate transport, water sensitive design, streetscaping and urban design outcomes within the public realm and which interface with private spaces.
- Prepare accurate estimates of costs and project documentation using schedules of rates, bills of quantities and apply gained knowledge of identified issues that may impact on cost estimates.
- Act as a point of contact for design matters by providing sound advice, innovation and problem solving for management.
- Provide input into regular design review meetings and provide professional input at all stages of the design process including undertaking site inspections associated with design responsibilities.
- Processing of customer service inquiries and complaints referred for action.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.
- Build strong relationships with key stakeholders to obtain information to assist with completion of project designs and ensure service outcomes are achieved.

Values

At Moreton Bay Regional Council we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a team member you will take individual accountability for demonstrating the values expectations and behaviours.

Decision Making

Budget - Nil

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

Knowledge & Experience

- Sound knowledge and experience in the preparation of civil engineering design plans and the integration of other elements of the built environment.
- Proficiency in the use of computer aided design methods including AutoCAD and 12D model software or equivalent.
- Demonstrated experience in accurately measuring quantities for the preparation of cost estimates as well as interpreting client needs through verbal communication and written documentation (design briefs).
- Demonstrated experience in reading survey plans and interpreting survey field data.
- Strong time management skills to achieve proficiency and effectiveness in managing projects, conflicting priorities and meet deadlines.
- Well developed relationship management skills with the ability to work in a positive team environment communicating and motivating effectively at all levels.

Qualifications

- Bachelor of Technology, Associate Degree or extensive civil design experience if no formal qualification.
- General Induction Licence (White Card)
- Current C class driver's licence.

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.