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| **1. POSITION DETAILS:**  |
| **Position Title:** | Senior Engineer  |
| **Reports to:** | Engineering & Product Manager |
| **Division:** | Operations  |
| **Function:** | Engineering  |
| **Prepared / Revised on:** | December 2022 |

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| **2. POSITION SUMMARY:**  |
| The core purpose of the role is to:1. Lead design & engineering activities within the business
2. Support our products & engineering team in development of new products
3. Support our onsite teams with lift plans & engineering support
4. Work with QA manager as required to improve, develop and implement engineering-based QA
5. Work with the engineering team to improve engineering process, standards & efficiency.

You will be a self-driven individual who is motivated to make this role a success and in turn reflect FMS Group’s capabilities and values. |

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| **3. POSITION AUTHORITIES:** |
| **Number of Staff Supervised:** | **Direct Reports:** | Nil |
| **Total:** | Nil |
|  | **Financial Data:** | As per Authority Matrix |

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| **4. KEY ACCOUNTABILITIES** |
| **Key Tasks** | **Objectives/Means** |
| **Heath, Safety, Environment & Quality**  | * Commit to and lead a safe work environment which is free of incident or injury.
* Ensure that inspections/audits are undertaken, and corrective actions developed, agreed, implemented and signed off in accordance with requirements and company standards.
* Communicate openly and honestly with team members, FMS and client representatives
* Ensure fitness for work
* Compliance with legislation, codes of practice, standards
* Be familiar and comply with the client site Safety Management System
* Actively participate in HSEQ discussions, toolbox and other meetings.
* Raise HSEQ issues as soon as practicable, and immediately in the instance of unsafe conditions or incidents
* Actively participate in HSEQ induction, training and awareness sessions
* Actively participate in risk assessment (eg. JSEA, Take 5/SLAM, etc)
* Ensuring compliance with Customer issued Procedures, Work Instructions, Permits, etc
* Work safely within team and promote safe behaviours
* Work with team teams to develop product/engineering documentation as required by our customers & site personnel
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| **Job Specific**  | * Adhere to, consistently behave within and uphold ‘Our Choices’.
* Ensure work performed is carried out in accordance with Company & Client standards.
* Maintain appropriate documentation, in accordance with Company/Client and legislative requirements e.g. JSEA forms, SLAM, task lists.
* Ensure all work is performed safely (including equipment and tools used) in compliance with company/client and legislative requirements.
* Provide appropriate controls for material and physical security on site.
* Adequate knowledge of system structures and how to troubleshoot systems by utilizing the knowledge of how the system was designed to perform
* Excellent communication skills at all levels
* Provide direction on company priorities and workloads
* Lead the delivery of engineering design works & delegating design works to team members
* Lead the delivery engineering certification works within the business
* Provide technical advice to ensure our ‘Products’ are compliant against engineering, statutory & mine sites standards/regulations including completion of necessary documentations (risk assessments, SOPs, manual)
* Provide technical advice to ensure projects are conducted inline with OEM documentation, engineering principles, Australia Standards, statutory & mine sites standards/regulations including completion of necessary documentations (risk assessments, SOPs, manual)
* Completion of audits to ensure engineering is conducted inline with applicable internal & external standards/regulations/policies
* Contribute to the delivery of training to internal and external stakeholders, in relation to mechanical engineering
* Maintaining & develop engineering standards and compliance with Australian standards (International standards where applicable) including maintaining/developing drawing numbering systems to suit business needs.
* Contribute to the delivery of training & understanding of our ‘Products’ to key internal and external stakeholders
* Contribute to wining & successfully executing projects
* Promote a high level of housekeeping within the business
* Provide technically support and mentoring where required
* Promote a strong safety culture within the business and ensure all risk assessments are being completed by the crews
* Ensure all PPE and uniforms worn correctly & kept to a clean standard.
* Required to maintain vehicles, operate in a safe manner at all time & follow Company policy requirements.
* Ensure Quality assurance record keeping is maintained
* Ensure tasks allocated by Manager are carried out in an efficient and timely manner
* Additional works within capability as requested from Management as required.
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| **Teamwork** | * Contribute to a co-operative environment within the team.
* Communicate honestly and openly on performance / compliance related issues and expectations;
* Develop your skills and knowledge to improve flexibility and coverage within the Company;
* Back up and/or offer support where needed from time to time;
* Regularly communicate with employees / peers on any Safety matters.
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| **5. KEY PERFORMANCE INDICATORS**  |
| **KEY TASKS** | **KEY PERFORMANCE INDICATORS** |
| Safety | Incident reporting to company < 1 hour from time of incident |
| Safety | 100% attendance for all HSEQ discussions – such as Toolbox Talks  |
| Safety | Arrive ‘Fit For Work’ at commencement of each shift  |
| Training | 100% attendance & successful completion of training required for position as requested by Client or Company  |
| Quality | Ensure that any customer concern is reported to Manager within 1 hour of receipt |
| Quality | Ensure 100% of data / records are saved within business software solutions  |
| Environment | Environmental incidents are reported within 1/2 hour of event |
| Environment | 100% understanding of waste streams and segregation within the facility |
| Engineering | Deliver works within agreed deadlines & in line with Australian Standards |

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| **6. OUR CHOICES**  |
| **First in Safety** | We choose to be safe in everything we do. |
| **Mates in the Workplace** | Everything we do, we do together, we look out for each other  |
| **Supporting Work/Life Balance** | We put our best foot forward at work, to enjoy our family, friends, and the community in which we live & support |
| **Group Success is Built on Employee Commitment** | We take ownership of our work and quality and strive for excellence |

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| **7. COMMUNICATIONS & WORKING RELATIONSHIPS:** |
| **Internal:** * Directors and Division Managers
* Team Members

**External:** * Clients
* Contractors & Service Providers
* Statutory authorities
* Site Supervisors
* Planners
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| **8. TRAINING & EXPERIENCE REQUIREMENTS**  |
| **QUALIFICATIONS**  |
| **Essential**:* Bachelor’s Degree in Mechanical Engineering
* REPQ certified
* C Drivers Licence
 | **Desired**:* Engineering design Principles
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| **EXPERIENCE** |
| **Essential**:* Strong Safety Focus
* Minimum of 5 years REPQ experience
* Strong work ethic
* Strong Computer skills
 | **Desired**:* Ability to work in a team with varying levels of supervision
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| **9. COMPETENCIES:** |
| **Behavioral Competencies** | **1.    Developing** | **2. Demonstrates** | **3. Coaches** | **4.             4. Leads** | **5.    Expert** |
| Reliability |  |  | ✓ |  |  |
| Delegating |  |  | ✓ |  |  |
| Planning & Organising |  |  | ✓ |  |  |
| Attention to Detail |  |  | ✓ |  |  |
| Flexibility and Adaptability |  |  | ✓ |  |  |
| Collaboration |  |  | ✓ |  |  |