

# MELBOURNE WATER POSITION DESCRIPTION

## Graduate Engineer

REPORTS TO:		DIRECT REPORTS AND TEAM SIZE:	
Manager of current rotation.		This role does not have direct reports.	
THIS ROLE EXISTS TO: (PURPOSE)			
Melbourne Water graduate engineers will gain experience and skills in a variety of engineering disciplines through working with a number of business units, teams, managers and mentors through a number of rotations over 24 months.			
KEY ACCOUNTABILITIES:			
<ul style="list-style-type: none"><li>• Take on work responsibilities in present rotation commensurate with abilities and experiences.</li><li>• Actively develop engineering skills through completion of assigned tasks and on-going professional development.</li><li>• Apply developing workplace skills to ensure effective partnerships and project outcomes.</li><li>• Ensure continued formal and informal discussions with managers in relation to developing and improving performance.</li><li>• Apply learnings acquired at Melbourne Water to a broader water industry context.</li><li>• Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.</li></ul>			
KEY RESPONSIBILITIES		KPIs	
Actively engage in continued learning in team and rotation contexts.		<ul style="list-style-type: none"><li>• Participation in a variety of projects which reflect depth and breadth of skills particular to the employee’s engineering discipline.</li><li>• Interaction and collaboration with professionals and teams outside of the employee’s professional or technical sphere.</li><li>• On-going participation in professional development opportunities.</li></ul>	
Effectively apply skills and experiences acquired in Melbourne Water rotations.		<ul style="list-style-type: none"><li>• Shares and / or contributes knowledge with peers in project and professional development contexts.</li><li>• Seeks opportunities to acquire skills and experiences which can be transferred to a variety of Melbourne Water contexts.</li><li>• Seeks opportunities to apply in cross-business-unit activities the skills and experiences acquired in Melbourne Water rotations.</li></ul>	
Provides technical support under the direction of engineering staff including: <ul style="list-style-type: none"><li>• Undertaking Water resources and hydrologic studies or modeling</li><li>•</li></ul>		<ul style="list-style-type: none"><li>• Develops own skills and capabilities</li><li>• Contributes to Melbourne Water’s Knowledge base</li><li>• Outputs completed to timelines agreed with manager</li></ul>	

Job level: EA 3

Assessed by: P&C

Last reviewed date: September 2021

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Undertakes water resources assessments and analysis and supports water resource strategy development and implementation.	<ul style="list-style-type: none"><li>• Develops own skills and capabilities</li><li>• Contributes to Melbourne Water's Knowledge base</li><li>• Outputs completed to timelines agreed with manager</li></ul>
Complete an action learning project.	<ul style="list-style-type: none"><li>• Works with other graduates and relevant water industry staff to<ul style="list-style-type: none"><li>◦ Identify</li><li>◦ Analyse and</li><li>◦ Make recommendations in relation to a current or imminent issue facing Melbourne Water and / or the water industry.</li></ul></li><li>• Reflects and acts on insights gained through the experience.</li></ul>
Understand and apply Melbourne Water's corporate values of care, integrity and courage.	<ul style="list-style-type: none"><li>• Identifies and acts on issues which present risks (safety, co-workers, and stakeholders).</li><li>• Acts ethically and professionally in their Melbourne Water roles.</li><li>• Questions and challenges situations and processes which are contrary to the interests of Melbourne Water, its staff and stakeholders.</li></ul>

### SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Minimum undergraduate degree qualification in engineering or related field acquired no earlier than two years before commencing the graduate program. Knowledge of or experience in water engineering fundamentals is advantageous.
- Good interpersonal skills including the ability to work with diverse groups and communicate with stakeholders.
- Experience in problem-solving and dealing with ambiguous challenges.
- Excellent organisational skills with the ability to deliver outcomes within agreed timeframes under general supervision.
- Demonstrated ability to effectively report and present written and oral responses to teams.

### KEY RELATIONSHIPS:

All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

#### INTERNAL

- Dependent on placement at the time, but will include current supervisor and team.
- Graduate and Scholarships Lead in People and Capability.

#### EXTERNAL

- Water industry stakeholders (e.g. managers, experts and graduates in programs based at retailers and industry associations).

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- University students and staff as required at events such as presentations and recruitment fairs.

### SALARY RANGE:

- Melbourne Water reserves the right to remunerate people according to their ability to perform the functions of the role based on their qualifications, skills and experience.

### OTHER COMMENTS:

This role requires the following:

- Recent tertiary degree in engineering (chemical / process, civil / structural, electrical, environmental, mechanical, mechatronic) or relevant discipline.
- Australian or New Zealand citizenship, or you have Australian Permanent Resident (PR) status at the time of application.
- Criminal Records Check
- Current, full Victorian driver's license
- Subject to specific rotation requirements, your role *may* require:
  - Medical Assessment
  - Working with Children Check
  - Ability to swim at a competent level due to any work near, on or in water.

Location: Multiple Melbourne Water sites. We are based in Docklands and have sites in several locations in and outside of Melbourne. Your assigned rotation will determine your main location.

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