



ASSET PLANNING ENGINEER, ELECTRICAL AND FIRE

DEPARTMENT/UNIT	Buildings & Property Division
FACULTY/DIVISION	Vice-President (Services)
CLASSIFICATION	HEW Level 9
WORK LOCATION	Clayton campus

ORGANISATIONAL CONTEXT

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, [please visit our website](#).

At **Buildings and Property** our customers always come first.

We engage closely with our students and staff to ensure a safe, healthy and sustainable campus environment that enables them to thrive and flourish. In our dealings with each other and our broader Monash community we strive for relationships that are respectful, inclusive, collaborative and transparent.

At Buildings and Property, we provide opportunities for our staff to develop their knowledge and skills, to innovate and expand their thinking and to initiate and deliver ideas that translate into efficient, effective and customer focussed outcomes. We value strong teamwork and collaboration and we build effective partnerships across the University and beyond to leverage the very best expertise to deliver cutting edge solutions for our customer. We strive to be the best at what we do.

At Buildings and Property we aim to deliver on our mission to become a customer-driven service provider that is highly valued by all its Monash customers.

POSITION PURPOSE

The Asset Planning Engineer, Electrical and Fire has the responsibility for providing strategic and tactical asset management planning, to ensure the sustainable operation of building and site services that meet the current, and future needs of the University.

This Asset Planning Engineer, Electrical and Fire will also have responsibility for establishing and maintaining design and development controls that maximise the quality and environmental performance of newly constructed or refurbished building and site services.

Reporting Line: The position reports to the Manager, Strategic Asset Planning and Reporting under broad supervision

Supervisory Responsibilities: Not applicable

Financial Delegation: Yes, in accordance with the University delegations schedule

Budget Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Manage effective and efficient delivery of building and site services planning, ensuring that a whole of life cost approach is adopted in the planning of assets that support corporate business objectives and aspirations
2. Manage the development and advancement of servicing strategies, Service Level Agreements (SLA's) and participate in the procurement of service contracts to ensure best value for money outcomes that support corporate business objectives, priorities and resource availability, with an avocation toward sustainable asset management
3. Collaborate on the optimisation of asset service delivery strategies, contractor engagements and category management of contractors to continually improve efficient and effective delivery of facilities management activity, including the establishment of contract performance criteria
4. Provision of expert consultancy and authoritative and strategic advice to Buildings and Property Division, senior faculty/divisional managers and staff to enhance the strategic capability of the University
5. Participate as a subject matter expert in the development of project feasibilities, design review and value management undertakings, ensuring that sustainable operation and performance of building and site services is optimised, and opportunities for asset improvement in support of university business are considered
6. Develop, manage and maintain asset management and precinct development plans in conjunction with a suite of asset development controls to ensure building and site services planning complements master plans and University aspirations
7. Collaborate on, and provide technical input into the development and integration of an assets commissioning and defects liability period management process that will ensure operational effectiveness and a seamless integration of building and site services projects into the management of campus services
8. Contribute to the development and ongoing performance of buildings and site services to continually improve the built environments ability to support the University's business in a manner that is sustainable and befitting of the corporate image, reputation and aspirations
9. Take a lead role in relevant working groups/committees, encouraging innovative thinking and application of sustainable asset management principles to successfully implement initiatives that maximise business efficiency and resource effectiveness

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - Relevant tertiary qualifications, preferably at the post-graduate level, with considerable experience in a similar asset management role; or
 - extensive experience in a similar building or site services asset management field; or
 - an equivalent combination of relevant experience and/or education/training

Knowledge and Skills

2. Extensive technical knowledge of electrical services, fire systems, Building Automation/Management Systems and associated networks to buildings and large sites, including contemporary knowledge of relevant standards and regulations, best practice design and sustainable asset management principles
3. Demonstrated experience with asset management of electrical and fire assets and system, including the ability to develop and maintain Life Cycle Cost (LCC) models and apply whole of life analysis
4. Proven ability to develop electrical services, fire and Building Automation/Management systems strategic and tactical approaches that maximise return on investment and operational performance
5. Broad knowledge of contemporary strategies for managing construction project transition to operations, including commissioning and defects management, data storage and operational functionality
6. High level communication skills including demonstrated capacity to deal effectively with a broad range of people, making effective presentations and write clear and concise reports and correspondence
7. Highly developed organisational and time management skills, including the ability to work independently, prioritise multiple tasks, and meet deadlines
8. Competent in managing relationships with a diverse customer group, customer needs and in creating a customer driven culture
9. Knowledge of computerised facilities management, asset management or work order systems

OTHER JOB RELATED INFORMATION

- Travel to other campuses of the University is required
- Possession of a current Victorian Driver Licence and a commitment to using alternative transport is required
- Some flexibility to working outside of normal hours will be required
- The taking of leave may be restricted during peak periods of work

LEGAL COMPLIANCE

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.