

Senior Asset Engineer

POSITION DESCRIPTION



Position Number:	1354
Department:	Regional Services
Section:	Infrastructure Planning
Unit:	Assets and GIS
Position Status:	Contract Full Time
Classification:	Limited Term Contract
Reports To:	Assets & GIS Coordinator
Revised:	November 2022

General Position Statement

This position supports Council's direction by being responsible for the delivery of asset management functions within the Regional Services, Assets and GIS Unit for various Council departments in a professional, efficient and confidential manner, ensuring the development of good working relationships with all staff and the public.

Performance standards and expectations relating to this position will be detailed in the individual performance plan.

Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Engage internal stakeholders (Council Departments), develop effective working relationships and provide specialist advice on asset management functions.
- Provide information and data to internal and external stakeholders to meet reporting and compliance requirements.
- Collect and record asset data, ensuring that all data is maintained to a high degree accuracy.
- Analyse asset lifecycle requirements and implement efficient and effective maintenance and capital work programs to ensure Council's objectives are achieved and asset related risks are managed.
- Capture and analyse asset condition and performance data to provide internal stakeholders with expert advice on asset maintenance and renewals.
- Identify and undertake risk assessments for gaps in work programs, and determine ways of reducing the identified risks through continuous improvement and management strategies.
- Develop, implement and review strategic asset lifecycle management strategies, plans and programs based on asset performance and condition assessments in align with Council's long term goals
- Provide mentoring, assistance and specialised advice to other officers in the Assets and GIS unit.
- Provide the Coordinator Assets and GIS with expert advice on assets in the area of responsibility.
- Assist with the preparation of estimates and responsible for expenditure associated with work programs in the area of responsibility.
- Asset capitalisations as required in the area of responsibility.
- Undertake the lead technical role for asset valuations in the area of responsibility and oversee preparation works in close collaboration with asset accountants.

Senior Asset Engineer

POSITION DESCRIPTION



- Prepare, implement and maintain asset management plans.
- Ensure compliance with all statutory requirements, service standards and funding agreements relative to the areas of responsibility.
- Supervise work activities of subordinate staff including the provision of specialist advice as required.
- Identify and investigate innovative technological advancements in the industry and implement where appropriate, ensuring these improvements add value to the business and organisation.
- Plan, coordinate, monitor and deliver various projects with limited supervision.
- Build a high performing team that is results orientated and achieves Council's service levels through direction, guidance and embedding a culture of continuous improvement.
- Refer matters that may impact upon the business, Council and employees to the relevant Supervisor.
- Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements

Your suitability for this role will be assessed against the following competencies.

Skills/Competencies

- Significant experience and demonstrated knowledge in asset management.
- Significant working knowledge and ability to interpret relevant standards and legislative frameworks applicable to the areas of responsibility.
- Demonstrated experience in implementing processes relevant to this position and areas of responsibility.
- Demonstrated capacity to plan workload, achieve set goals and meet deadlines.
- Demonstrated project management and organisational skills.
- High level proficiency in comprehensive report writing and demonstrated ability to produce logical, plain-English, and professionally written communication.
- Ability to manage a team of individuals in order to achieve high quality results whilst aligning to the values of Rockhampton Regional Council.
- Communicate Effectively – Ability to communicate with others verbally and in writing to meet requirements of the role.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Goal Setting – Ability to set, define and deliver goals that are SMART – *Specific, Measurable, Achievable, Relevant and Timely*.
- Problem Solving – Ability to analyse problems by gathering information and develop a solution (in line with role responsibilities) or options and make a recommendation.
- Decision Making – Ability to use sound judgement to make the best decision based on information gathered and analysed within the boundaries of the role.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Deliver Excellent Customer Service – Ability to meet customers' expectations around safety, time, cost and quality.
- Focus on Continuous Improvement – Ability to identify opportunities to enhance team effectiveness and improve team's customers' experience.
- Adaptable to change – Ability to adapt to changing work environments, technology, work priorities and organisational needs.

Senior Asset Engineer

POSITION DESCRIPTION



- Manage Career/Development – Ability to identify development activities required to perform current role and opportunities to develop to meet career expectations (as applicable).
- Manage Resilience and Wellbeing – Commitment and the ability to participate in safety programs to support safety, health and wellbeing in the workplace.
- Ability to effectively operate Council’s computer systems including the Ci Anywhere Suite (R1, ECM, EAM and Financials), Pathway, Geocortex and the MS Office Suite.

Qualifications

- Bachelor of Engineering with substantial work experience relevant to the position, sufficient to be eligible for membership of Engineers Australia as a Professional Engineer.

Desirable Qualifications and Experience

- Registered as a Registered Professional Engineer Queensland (RPEQ).
- Experience with asset management systems.
- Experience with GIS systems.
- Significant working knowledge of relevant Local Government operations.

Behaviours

- *Customer Service* – Ensure that you are focused on our customer/s when carrying out your responsibilities.
- *Safety* – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council’s Health and Safety Duty Statements and associated safety policies / procedures.
- *Code of Conduct* – Ensure that your behaviour is aligned with the Code of Conduct.
- *Council Values* – Ensure that your behaviour is aligned with the values statement adopted by Council. *One Team, Accountable, Customer Focused, Continuous Improvement and People Development.*

Leadership Capabilities

- Council’s Leadership Capability Framework – meets standards of performance and behaviours in line with our Leadership Capability Framework and leadership level **Operational Leadership: Build and maintain Trust; Deliver Results, Customer and Community Driven, Lead and Enable Change and Commit to Personal Growth. Further Information Appendix A.**

Additional Requirements

- Ability to work in an office and outdoor environment.
- Ability to carry out limited field inspections and survey operations.
- Ability to legally operate a motor vehicle under a “C” Class Licence.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).

Senior Asset Engineer

POSITION DESCRIPTION



Delegations and Authorisations

Financial, Administrative and Corporate Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's Intranet.

Acknowledgement

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	Manager
Signature:	
Date:	
Employee Name:	
Employee Signature:	
Date:	

Senior Asset Engineer

POSITION DESCRIPTION



Appendix A: Leadership Capability Framework – Leadership Level Operational Leadership (Team Leaders and Supervisors)

Key Leadership Capabilities	Leadership Standard / Behaviour	Standards / Behaviours Required at this Leadership Level
Build and Maintain Trust	Engage and Inspire our People	Ensures alignment between work and Council's vision to engage and inspire others.
	Empower our People	Empowers others and builds trust and confidence through coaching.
	Enable Teamwork and Collaboration	Ensures teamwork and collaboration within and across teams.
	Effectively Communicate across the Organisation	Fosters open and transparent two way communication and ensures that communications are received and understood by team members and other stakeholders.
	Build Effective Enduring Relationships	Engaging in and supporting others to build effective and enduring relationships built on trust and respect.
Deliver Results	Manage People Performance	Ensures the alignment and achievement of goals through setting clear expectations, providing feedback, support and recognition to employees.
	Develop our People	Identify opportunities to provide development opportunities and coaching to others.
	Demonstrate Ethical and Accountable Decision Making	Develops own and team's organisational, political and cultural awareness.
	Demonstrate Organisational and Situational Awareness	Makes decisions in situations where there is scope for interpretation.
	Maintain a Strategic Focus	Coordinates resources to achieve Council's strategic objectives and supports others to understand how their role aligns.
	Plan and Organise Resources	Plan and organise resources to ensure the team delivers work within deadlines of to a quality standard in a safe and cost effective manner.
Customer / Community Driven	Be Customer and Community Focused	Focus on the purpose of Council and delivering what's best for the customer and community in line with vision.
	Manage customer and stakeholder relationships	Anticipates and adapts to customer and stakeholder needs.
Lead and Enable Change	Lead Change Effectively	Manages the process of change to ensure successful implementation.
	Lead Continuous improvement and Innovation	Supports others to identify, gain acceptance and implement continuous improvement opportunities.
Commit to Personal Growth	Commit to Personal Growth and Learning Agility	Commits to own personal growth and learning agility and shares learnings with others.
	Lead with Emotional Intelligence	Develops emotional intelligence and awareness of impact of actions on others.
	Build and maintain Technical and Operational Competence	Maintains own technical and operational competence and supports others to develop and maintain their competence.