

POSITION TITLE: Development Engineer **POSITION NO:** 2680

EMPLOYMENT TYPE: Permanent Full Time

CLASSIFICATION: Level 7 - 8

CERTIFIED AGREEMENT: Officers **AWARD:** QLGA

DEPARTMENT: Liveability

BRANCH: Environment & Planning

REPORTS TO: Coordinator Development Services

ORGANISATIONAL VALUES: Honesty Respect Accountability Integrity Unity

1. PRIMARY ROLE

Provide development assessment services for a broad range of development related works and activities on behalf of the Planning and Land Management branch.

2. KEY RESPONSIBILITIES

Key duties and responsibilities may include, but are not limited to:

1. Provide development assessment and compliance services in accordance with Council's business needs and statutory requirements.
2. Manage and facilitate the processing of development applications, leading implementation and ongoing monitoring and review of Council Local Government Infrastructure Plan (LGIP) in line with legislative requirements.
3. Provide a range of services relating to development and compliance services including but not limited to preparation/presentation of technical reports and development applications.
4. Provide specialist engineering advice, recommendations and reports on technical matters relating to development assessment to Council, public and other organisations as required.
5. Ensure compliance by internal and external stakeholders in relation to the development application process, engineering reports, designs and drawings as directed by Council requirements.
6. Provide technical advice and support to the Planning Services Team.
7. Complete additional activities and reasonable directions given by management.

3. ACADEMIC, TRADE QUALIFICATIONS AND OTHER LICENCES - MANDATORY

- Tertiary qualifications in a relevant field (e.g. Bachelor of Civil Engineering)
- Minimum requirement of a current C Class driver's licence.
- Member of Engineers Australia or ability to obtain. (desirable)
- Registered Professional Engineer of Queensland (RPEQ) or ability to obtain. (desirable)

4. KEY SELECTION CRITERIA

1. Extensive knowledge of relevant Local Government operations and legislative framework, particularly in relation to the Planning Act 2016.
2. Substantial experience in project management, contract administration and supervision of engineering consultancies.
3. Demonstrated knowledge of work practices, technical guidelines, procedures and policies relevant to development applications and planning, design and delivery of municipal infrastructure.
4. High level of proficiency in comprehensive report writing and demonstrated ability to produce logical, plain English, and professionally written communication.
5. Sound project management and organisational skills with a demonstrated capacity to plan workload, achieve set goals and meet deadlines.
6. Substantial communication and interpersonal skills relevant to the position strongly focussed on the provision of quality customer service.

WORKPLACE HEALTH AND SAFETY

The employee will comply with their health and safety duties as detailed in the *Work Health and Safety Act 2011* and Council's Workplace Health and Safety Management System Plan. Employees will also comply with: -

- Their health and safety duties as stated in Council's procedure titled Work Health and Safety Duties and Responsibilities.
- Instructions given by the manager and/or supervisor in respect of the health and safety of themselves and other persons.

CUSTOMER SERVICE

The employee will provide excellent customer service to internal and external customers.

FRAUD, CORRUPTION AND RISK MANAGEMENT

- Report any risks identified (including fraud and corruption) in the performance of duties and responsibilities related to routine day to day activities and special projects.
- Participate and contribute to the conduct of a documented risk assessment that includes fraud and corruption prevention, evaluation, analysis and mitigation of Council's risk exposure.

INTELLECTUAL PROPERTY

Security of Council information viewed or accessed during the performance of duties is contained in the provisions of the Employee Code of Conduct. Subsequently, employees are required to ensure the security and appropriate intended use of Council information at all times.

AUTHORISATION	
Chief Executive Officer: Mark Pitt PSM	Signature: 