



SOUTH BURNETT REGIONAL COUNCIL

SENIOR DESIGN ENGINEER

APPLICATION PACKAGE 2024



SOUTH BURNETT
REGIONAL COUNCIL

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 southburnettregion

ADVERTISEMENT



Employment Opportunities

SENIOR DESIGN ENGINEER (NANANGO)

Maximum Term Full Time - 3 years

Council is seeking an experienced Senior Design Engineer to undertake Professional Engineering Services (RPEQ) for infrastructure design projects and provide supervision of design staff and projects where required. The role will require coordination and delivery of engineering surveys and designs using civil design packages (AUTOCAD, 12D, Drains) in accordance with relevant standards, local laws and policies. Liaising with Infrastructure asset owners on the engineering requirements for projects and strategic planning of Council infrastructure. The successful applicant will have demonstrated knowledge of legislation and recognised engineering publications, technical guidelines, standards and specifications pertaining to civil engineering and asset management.

MANDATORY:

- Tertiary qualification in relevant field (e.g Bachelor of Civil Engineering)
- Minimum requirement of a current C Class driver's licence
- General Safety Induction for Construction Worker Certification (White Card)
- Bachelor of Engineering or equivalent
- Registered Professional Engineers of QLD (RPEQ) accreditation
- or ability to obtain

BENEFITS INCLUDE:

- Work/Life balance
- Up to 12% employer superannuation contribution

Your application must include:

- A cover letter including statements addressing the key selection criteria (these and tips to complete are available on our website)
- Current resume
- Copies of your tickets, licenses and qualifications that are listed on the position description. In addition please visit the South Burnett Regional Council website for a more comprehensive information pack, or for a confidential discussion call the Manager People & Culture on (07) 4189 9100.

To find out more about this position and how to apply go to www.southburnett.qld.gov.au.

Information can also be obtained by visiting a Customer Service Centre or by contacting People & Culture on 07 4189 9100

APPLICATIONS CLOSE 4:00PM FRIDAY, 06 DECEMBER 2024



How to Apply?

1. Review this Information Pack, considering whether the opportunity is right for you including reviewing the Position Description.

2. Provide a cover letter including addressing Key Selection Criteria (KSC) (point 4, from the Position Description)

* For information and advice on addressing KSC, see our website:

<https://www.southburnett.qld.gov.au/downloads/file/3486/p-c-factsheet-recruitment-and-selection-application-tips>

3. Apply directly through Seek.com, answering the shortlisting questions, including your cover letter, Resume and two references.

4. Applications that do not address KSC or include the required documents, will not be considered for shortlisting.

POSITION

DESCRIPTION



POSITION DESCRIPTION

POSITION TITLE: Senior Design Engineer **POSITION NO:** 2687
EMPLOYMENT TYPE: Contract
CLASSIFICATION: Contract
DEPARTMENT: Infrastructure
BRANCH: Technical Services & Waste
REPORTS TO: Principal Engineer Design

ORGANISATIONAL VALUES: Honesty Respect Accountability Integrity Unity

1. PRIMARY ROLE

To undertake Professional Engineering Services (RPEG) for infrastructure design projects and provide supervision of design staff and projects where required.

2. KEY RESPONSIBILITIES

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

1. Coordinate and deliver engineering surveys and designs using civil design packages (AUTOCAD, 12D, Drains) in accordance with relevant standards, local laws, policies.
2. Project manage consultants where required to meet program deliverables.
3. Liaise with Infrastructure asset owners on the engineering requirements for projects and strategic planning of Council infrastructure.
4. Complete investigations, option studies, concept designs, details designs and technical specifications to required engineering standards, Council policies and guidelines, in compliance with legislation and within required timeframes and allocated budgets.
5. Provide investigation, engineering and design recommendations after giving due consideration to customer requirements, whole of life costs, construction constraints, political landscape, safety heritage and social environment impacts across the asset lifecycle.
6. Provide professional engineering supervision and advice to employees to achieve the objectives of the team in the timeframe provided.
7. Effectively and proactively communicate with key stakeholders and customers to ensure detailed understanding of their requirements and seek input at key milestones.
8. Ensure all data and information is presented and stored in an appropriate manner to allow efficient recall and accurate and valid interpretation.
9. Assist the development of annual design and investigation works programs and prepare annual budgets.
10. Prepare reports and correspondence as required and disseminate in a timely manner to key stakeholders.
11. Complete additional activities and reasonable directions given by management.

3. ACADEMIC, TRADE QUALIFICATIONS AND OTHER LICENCES - MANDATORY

- Tertiary qualifications in relevant field (e.g., Bachelor of Civil Engineering)
- Minimum requirement of a current C Class driver's licence.
- General Safety Induction for Construction Worker Certification (White Card).
- Bachelor of Engineering or equivalent

POSITION

DESCRIPTION

- Registered Professional Engineers of Queensland (RPEQ) accreditation or ability to obtain.

4. KEY SELECTION CRITERIA

1. Demonstrated knowledge of legislation and recognised engineering publications, technical guidelines, standards and specifications pertaining to civil engineering and asset management.
2. Demonstrated experience in preparing civil engineering designs, including road construction, drainage and water mains, utilising industry relevant guidelines.
3. Demonstrated ability to provide leadership in an environment of change, to maximise team performance and achieve project objectives within timeframes provided.
4. Experience in the application of civil design packages (e.g. AutoCad, 12D, Drains) and the development of programmes utilising project management principles.
5. High level of oral and written communication skills, with demonstrated ability to communicate effectively with a range of customers and stakeholders.

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	
General Manager Infrastructure: Aaron Meehan	Signature: 



REMUNERATION DETAILS

Salary Package

	Per Annum
Base Salary	\$145,000
Motor Vehicle Allowance	\$13,500
Total Cash Salary	\$158,500

Professional Development/Membership \$3,500

Employment is offered on a three (3) year contract, subject to satisfactory completion of three (3) months probation

Superannuation

In Local government you have an option to contribute up to 6% of pre-tax earnings to your superannuation (in addition to the employer guarantee of 12%).

Professional Development/Membership

Council provides an allowance of \$3,000 per annum towards attendance at relevant conferences, seminars, workshops for Professional Development. \$500 per annum is used towards the costs of subscriptions/memberships to relevant professional associations. Unused allocation does not carry over or accumulate each Financial Year.

Annual Leave

Entitled to twenty (20) days annual leave (plus leave loading) for each completed year of service

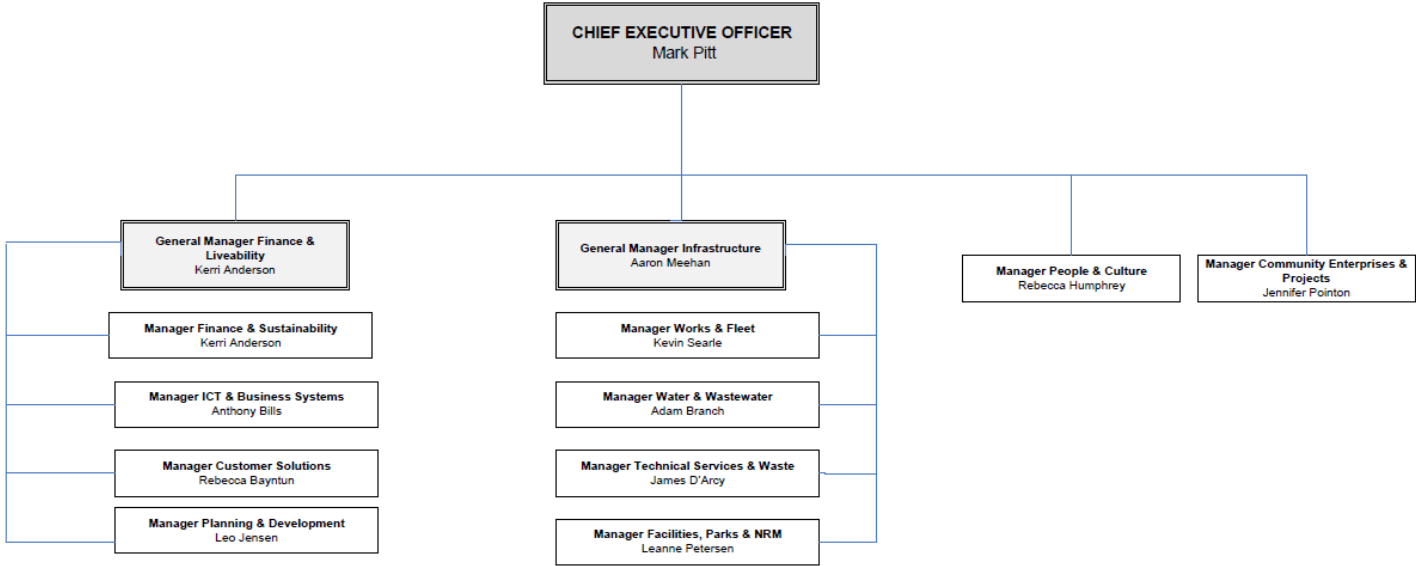
Discretionary Days

Ten (10) days additional paid leave each Financial Year. Unused allocation does not carry over or accumulate each Financial Year and does not accumulate leave loading.

CORPORATE STRUCTURE



CORPORATE STRUCTURE



Last updated 21/10/2024

What's great about the South Burnett?



The South Burnett is located on the edge of the Great Dividing Range and an easy 2½ hours drive from Brisbane and the Sunshine Coast. The region is an untapped natural wonderland, home to the ancient Bunya Mountains, two of Queensland's biggest inland waterways (Lake Boondooma and Bjelke-Petersen Dam) and Australia's longest sealed rail trail. The area is also an influential wine growing region, boasting award winning wines. Our vibrant, welcoming communities offer a choice of education, medical, sporting, shopping and recreational facilities.

Visit our website for more details about Council & to review annual publications

VISIT SOUTH BURNETT

