



Join our team

Senior Engineer Capital Planning
Full time permanent

Position Description



About us

We're the second largest regional urban water corporation by revenue in Victoria, comprising a diverse, complex and geographically dispersed asset base, with over 300 team members across seven departments.



So why choose us?

We exist to deliver reliable, high-quality water, wastewater and waste recovery services to ensure the economy and liveability of the central Gippsland region.

Our region is diverse which presents many challenges, and we play an important role in its ongoing stability and transition.

We're continuing to focus on:

- maintaining quality water and wastewater services for our customers at an affordable price
- our sustainable future and the future of the region, and
- the role we play in the future.

Our people

Our strategic priorities provide the direction and insight into how we will deliver on our vision, highlighting that our people play an integral role in our ability to achieve successful outcomes for our customers and the community.

We're committed to building a diverse and inclusive workplace and strongly encourage applications from experienced women and men, people with disabilities, LGBTIQ+, ATSI, culturally and ethnically diverse candidates to best represent and engage with communities we live and work in.

Our achievements

With a clear strategy, strong leadership and driving accountability in a consistent way across the business we've been able to drive a positive and constructive culture shift, and a sustained increase to employee engagement.

Our values

We take pride in partnering with the community in providing quality water and waste services so we can enjoy a healthy and sustainable Gippsland for generations to come.

Our values are:

- Safety and wellbeing
- Customer focussed
- Innovation
- Accountability
- Collaboration
- Integrity & Respect

What we have to offer

We are growing, innovative and committed to ensuring that Gippsland Water remains a great place to work. We do this by offering a flexible and stimulating workplace and investing in our people to enable us to adapt to the changing needs of our region.

But that's not all - it's also about freedom. We support our people to achieve their potential by providing the freedom to learn, explore and be true to their passion.

Interested to find out more?

For more information about our career opportunities and what we can offer you, please visit www.gippswater.com.au/careers

POSITION DESCRIPTION

Senior Engineer Capital Planning

POSITION DETAILS

Position Title:	Senior Engineer Capital Planning
Reports to:	Manager Asset Planning
Department:	Assets
Location:	Traralgon
Date:	April 2022
Document Reference:	COR/11/31040

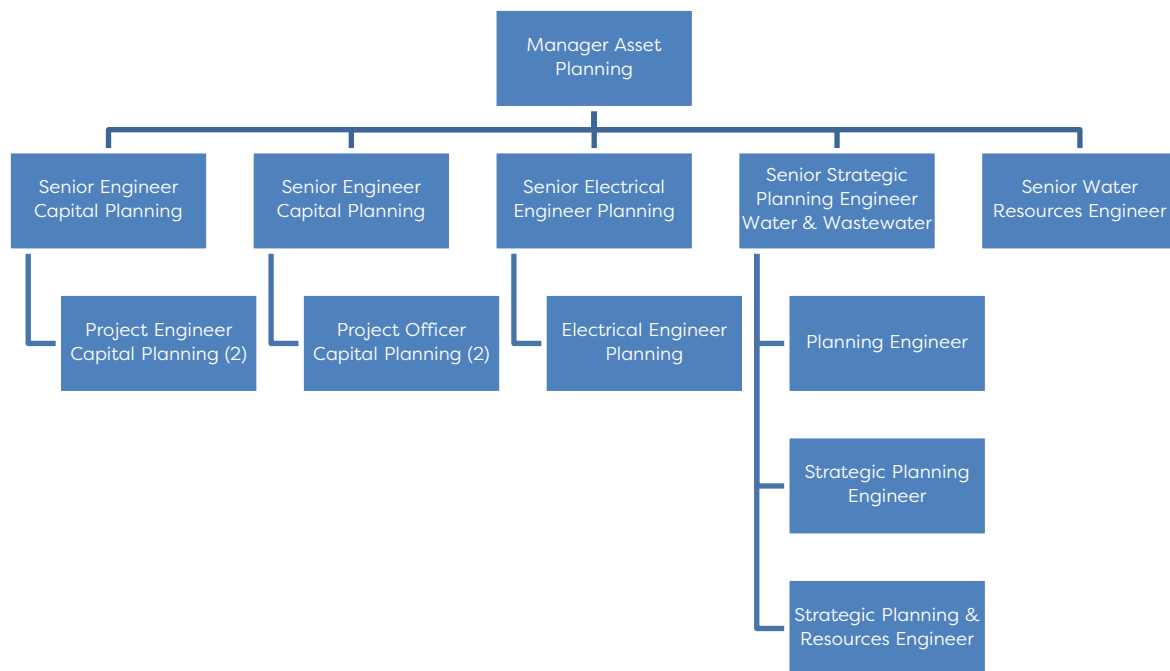
PURPOSE OF POSITION

The Senior Engineer Capital Planning leads and coordinates a small team and provides expert technical advice and assistance in investigation of options, development of functional through to detailed design of projects within the Corporate Plan. Supporting activities such as completion of planning permit applications, risk assessments, cost estimates, work schedules and Business Case documentation for capital projects identified in the Corporate Program for infrastructure assets.

This position also manages the Panel of Technical Consulting Service Providers, where periodically requires the review and tendering of the panel.



ORGANISATION STRUCTURE



KEY ACCOUNTABILITIES

The Senior Engineer Capital Planning is directly accountable for providing expert advice, training, mentoring and input to the Capital Planning Team and advice up to Manager Asset Planning and across to other senior engineers in the team to facilitate good decision-making and accurate deliverables to stakeholders including the Asset Delivery Group and Capital Review Committee.

KEY RESPONSIBILITIES

- Co-Lead and performance manage the Capital Planning Team to ensure that the objectives and outputs of the team are delivered on time and to agreed scope with internal stakeholders.
- Plan, design and manage assigned projects for yourself and your team.
- Provide support and guidance to ensure that your team follow the approved capital planning process and procedures, including the appropriate use of consultants and also internal resources.
- Provide training and mentoring to project officers in capital project planning techniques and strategies as required.
- Monitor, track and coordinate all of the Capital Planning Team to provide monthly reports showing progress of the capital project planning process, involving project scope,



investigation, options studies, project program (including Gantt Chart), functional design, cost estimate and Business Case.

- Work closely with the other Assets Groups and relevant Operations Department workgroups to keep up to date with emerging issues that may impact decision making and impede timely delivery of capital project planning program milestones.
- Establish and maintain effective working relationships with all key stakeholders, both internal and external to Gippsland Water, relevant to the capital planning process.
- Assist the Manager Asset Planning with scoping and scheduling the timing of projects during Corporate Plan each year.
- Lead reviews of capital planning processes and procedures with other Asset Group senior engineers to facilitate continuous improvement within the team.
- Leads the formal tendering process for the Panel of Technical Consulting Service Providers and manages the consultants on the panel.

KEY CHALLENGES

The incumbent will establish and develop effective working relationships with key stakeholders both within Gippsland Water and externally. The primary internal stakeholders are: the Asset Delivery team, Operations Groups, Environmental Team, Communications Team, Electrical Team and SCADA Group, Gippsland Water customers are our client. The incumbent must work closely with this team to ensure that accurate, timely and well documented project handovers are provided for the construction of projects for which the Senior Engineer Capital Planning is responsible. This will involve ensuring uniform procedures and processes are in place and providing training in these procedures and processes to project officers.

JUDGEMENT & REASONING

Whilst the incumbent will be able to refer to a number of existing Gippsland Water policies and procedures to guide in decision making, a considerable degree of technical interpretation and identification of viable options, drawn from existing knowledge, skills and experience, will be an ongoing requirement. A critical role is to deliver considered, accurate and timely advice to their Asset Planning team as well as other functions within the organisation that rely on their technical knowledge and expertise.

The incumbent will be required to interpret complex technical information, interpret, understand and apply policy or legislation, generate alternative solutions and cost estimates, select the most appropriate option and provide justification of this selection to the Manager Asset Planning and other key stakeholders. It is expected the person will have a well-developed



understanding and appreciation of both operational and managerial requirements in a regulated environment and be capable of escalating issues with sufficient information and on a timely basis to allow management to act effectively.

The incumbent's practical understanding of the risks to water and sewerage infrastructure as well as their ability to efficiently use the outputs of water and sewerage hydraulic models will be keys to success in this role.

At times there will be issues that the incumbent will be expected to resolve that include complex elements that are without precedent. They must be self-motivated and have a demonstrated ability to embrace innovative solutions to achieve goals.

The Senior Engineer Capital Planning will refer to the Manager Asset Planning as required where decision making or budgetary delegation exceeds their authority or in relation to incident management or asset planning priorities. The Manager Asset Planning and the General Manager are available for reference or direction.

INTERPERSONAL SKILLS/COMMUNICATIONS

The incumbent will require well developed negotiation and communication skills including written, verbal and presentation, to be able to convince and inform key stakeholders of technical advice and guidance and to explain and justify asset planning priorities and activities to a variety of customers, contractors and stakeholders. This may include making graphical presentations to explain or justify treatment system performance trends and issues.

In addition, they must have an ability to liaise with and gain cooperation from other employees, consultants, other authorities and contractors. This will require modifying their communication style according to their audience.

The Senior Engineer Capital Planning plays an important role in influencing and convincing others with competing priorities and interests, therefore, requiring the ability to persuade, convince, negotiate and consult with a variety of internal and external customers and stakeholders.

The role requires attention to detail when writing and editing operational policies and procedures and reporting for both internal and external customers and stakeholders.

External Communications

The Senior Engineer Capital Planning will have day to day contact with the Manager Asset Planning and staff of the Water Resources, Infrastructure Planning and Capital Planning and Capital Programming teams. They will also have frequent dialogue with the Asset Delivery group on asset planning issues to assist with the detailed design and delivery of the Capex program. They will also regularly confer with the Operations group relating to options and investigations of proposed capital projects.

Internal Communications

The Senior Engineer Capital Planning will consult with peers in other infrastructure and water authorities and similar asset based industries to exchange information to improve processes. They will also need to consult with council planning officers and engineers, Government Departments and authorities such as VicRoads, community groups and interested stakeholders, consultants, for information sharing, reporting, or advice.

ESSENTIAL PROOF OF VACCINATION STATUS

To meet our obligations under the *COVID-19 Mandatory Vaccination (Workers) Directions* proof of current COVID-19 vaccination status is required.

Individual's records will be managed appropriately in strict accordance with Gippsland Water's Privacy Policy, the Privacy and Data Protection Act 2014 (Vic) and Health Records Act (2001) [Vic].

KNOWLEDGE, SKILLS & EXPERIENCE

ESSENTIAL & DESIRED FORMAL QUALIFICATION

Essential:	Desirable:
<ul style="list-style-type: none"> A bachelor degree in an engineering discipline, and a commitment if requested to working towards achieving Professional Engineers Registration in the relevant discipline, and full membership of Engineers Australia or equivalent within three years. A current motor vehicle driving licence. 	<ul style="list-style-type: none"> Post graduate qualifications in an engineering, management or other related field commensurate with this position.

ESSENTIAL & DESIRED SKILLS/EXPERIENCE

Essential:	Desirable:
<ul style="list-style-type: none"> Five or more years' work experience in a senior technical or engineering field compatible with the key responsibilities of this position. Experience in project management of projects. Ability to understand and interpret WSAA Codes for Water and Sewerage 	<ul style="list-style-type: none"> Experience in using water and sewerage hydraulic models. Experience in process development. Experience in using GIS. Experience in using an Asset Management System. Construction supervision experience of water and sewer infrastructure.



<p>reticulation, and Sewerage Pumping Stations.</p> <ul style="list-style-type: none"> • Understanding and implementation of Risk Management processes. • Practical understanding of the risks to water and sewerage infrastructure. • Ability to work well individually and in a team environment. • Well-developed communication skills, including written, verbal and presentation. • Demonstrated ability to liaise with and gain cooperation from other employees, consultants, other authorities and contractors. • Ability to manage time, set priorities and organise own workload to meet deadlines. • Self-motivated, and demonstrated ability to embrace innovative solutions to achieve goals. 	<ul style="list-style-type: none"> • Management of a panel of Technical consulting providers.
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SELECTION CRITERIA

- Demonstrated ability or experience in undertaking capital works prioritisation, cost estimation, options studies, project justification, project management and development of business cases for capital projects.
- Well-developed communication skills, including written, verbal and presentation.
- Demonstrated ability to undertake reviews of capital planning process and procedures to ensure the continuous improvement is achieved.
- Proven ability to establish and maintain effective working relationships with all key internal and external stakeholders.
- Demonstrated ability or experience in providing leadership, training and mentoring to technical staff.
- Demonstrated ability to manage time, set priorities and organise own workload to meet deadlines.





Gippsland
Water