



Position Description

Position Title:	Development Engineer (PN 3502)		
Position Type:	Permanent		
Department:	Development and Compliance		
Date Approved:	June 2023	Version Number:	2
Hours per week:	35	Award Classification:	Band 3 Level 3
FTE	1	Salary Classification	Grade 6

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required. The Position Description links to the overall organisational Delivery/Operational Plan which ties into an employee's key performance indicators as part of their annual performance review. Position Descriptions may be amended from time to time in accordance with the business needs and in consultation with the incumbent of the position.

1. Primary Objective (Role Purpose)

Provide expert engineering advice in relation to a broad range of development matters including the determination of development applications, works certificates and subdivision certificates. This will be achieved by providing innovative, practical, and high-quality solutions to ensure compliance with legislation and Councils policies and procedures to deliver effective infrastructure construction and management practices.

2. Key Accountabilities

- Provide high level technical assessment of engineering matters for a variety of development applications, subdivision certificate applications, footway dining applications.
- Assess the suitability of technical studies associated with urban development, in particular hydrology, hydraulic, flooding, stormwater quality, geometric design, traffic and geotechnical studies, in accordance with relevant assessment criteria.
- Work collaboratively within Council's Development and Compliance Group, across Council and with relevant government agencies.
- Provide engineering information and advice to assist development enquiries and encourage innovative infrastructure solutions.
- Support the facilitation of the effective and efficient delivery of new infrastructure in accordance with relevant legislation, regulations, and standards.
- Inspect the construction and/or provision of civil engineering works associated with various development approvals to ensure developments are being delivered in accordance with conditions of consent and relevant standards and guidelines.
- Promote positive discussions with developers and their representatives in relation to engineering development matters.
- Ensure that works which will ultimately become a Council asset are constructed in accordance with the approved plans and specifications.
- Provide flooding advice and assist in the interpretation of flood risks and the assessment of Development Applications, Planning proposals and the like.
- Management of any Flood Studies undertaken or commissioned by Council and ensure that flood information contained in various studies and policy development is analysed and made accessible for responding to potential development and flood risk enquiries.

3. Core Competencies (Knowledge Skills and Experience)

Qualifications

- A degree in Civil Engineering or related tertiary qualifications; or equivalent relevant depth of industry experience.
- Current Class C Driver Licence.
- NSW Construction Induction Card (White Card).

Note: All licenses/tickets stated in the position description must be current/valid during the duration of your employment. Should there be a change in status it is the employee's responsibility to notify Council as soon as practicable.

Experience

- Working knowledge of the relevant provisions of the Environmental Planning and Assessment Act 1979, Roads Act 1993, Local Government Act 1993 and relevant Australian Standards in relation to development assessment.
- Demonstrated experience in reviewing architectural and engineering plans and preparation of reports on matters in relation to urban developments including associated impact on infrastructure assets.
- Demonstrated experience in a similar role at other State and/or Local Government agencies (desirable).
- Experience using latest flood modelling software (desirable).
- Experience in using computer programs including but not limited to Greenlight, ECM, GIS mapping, Microsoft Office etc (desirable).
- Knowledge and experience in reviewing survey plans and computer aided design software e.g. Bluebeam, AutoCAD etc (desirable).
- Knowledge and experience in the use of AUS-SPEC 1 standards (desirable).

Skills

- Good understanding of the infrastructure impacts of urban developments.
- Ability to communicate effectively with people at all levels & disciplines and to establish & maintain interpersonal relationships.
- Highly developed and effective written and verbal communication skills.
- Demonstrated commitment to and ability to provide a high standard of customer service.
- Self-motivated with an ability to work in a team environment to deliver efficient regulatory compliance outcomes using investigative and problem-solving skills.
- Detailed understanding of Engineering Design principles (desirable).
- Ability to assess on-site drainage and detention facilities and their compliance with urban development approvals (desirable).

4. Supervision Received

This role reports to the Group Leader Development and Compliance.

5. Supervision Exercised

Nil.

6. Delegations

The Development Engineer will exercise the functions of the Council as delegated to the position.

7. Council Overview

Bellingen Shire Council Local Government Area covers approximately 1,600 square kilometres and has an estimated population of 13,000. Bellingen Shire Council is the gateway to the world heritage listed Dorrigo National Park and has an abundance of natural assets. The Local Government Area is home to significant local and state infrastructure and Waterfall Way is a key east, west commuter corridors between the Pacific Highway and the New England Highway. Council is committed to being connected, sustainable and creative.

8. Our Values



Service Ethic /
Commitment



Professionalism



Respect



Teamwork



Integrity



Communication

The guiding principles of respect, professionalism, integrity, teamwork, communication, and service commitment define how Bellingen Shire Council strengthens its working environment to deliver on the aspirations of our community.

9. Expected Behaviours

All employees must adhere to Council's Code of Conduct and undertake their role in accordance with the policies and procedures of Council.

Council is committed to the following important principles and practices:

Workplace health and safety (WHS)

All employees have responsibility for implementation of our WHS systems and procedures and to ensure they work in a manner that maintains the safety, health and welfare of themselves and others at the workplace.

A professional working environment free from discrimination, harassment, and victimisation

It is the responsibility of all employees to ensure that proper standards of the conduct are upheld in the workplace. Behaviour which contravenes these standards will not be tolerated.

Economic, environmental, and social sustainability

Employees are required to consider these three strands of sustainability in all work-related decisions. In addition, employees are expected to adopt work practices consistent with this commitment and take action to reduce waste, prevent pollution and minimise the use of natural resources and energy.

10. Acknowledgement

This position description is a broad description of the accountabilities, duties and required capabilities relating to this position. The role and position are dynamic and may evolve and change over time in line with changing strategic and operational requirements.

I have signed below in acknowledgement of reading, understanding, and accepting the contents of this document. I accept that, with consultation, my duties and delegations may be modified by Council from time to time as necessary.

«CandidateSignature_tag»