

MAY 2020

Position Description

Position Title: Project Engineer - Structures

Position Number: #1082

Reporting to: Manager Projects & Technical Services

Location: Geraldton

PURPOSE

Reporting to the Manager Project & Technical Services, the Projects Engineer (Structures) is to be committed to developing and achieving MWPA's integrated business objectives that deliver value to our stakeholders and to ensure effective management systems are in place and implemented in accordance with legislative and relevant Standards.

The role supports the Port Authority's Strategic Plan and the operational functionality of the organisation, including by instilling the organisational values into the Port's workforce.

The role is accountable for ensuring the provision of professional and high-quality technical and project services across all of MWPA's infrastructure

ACCOUNTABILITIES

KEY RESPONSIBILITIES	OUTCOMES
STRUCTURAL ENGINEERING	<ul style="list-style-type: none"> ▪ Develop and Maintain Port Infrastructure ▪ Technical Structural Design and Calculations ▪ Budgeting of Capital and Major Maintenance Works ▪ Project Management and Works Inspections ▪ Management of Contractors and Consultants ▪ Supervision and Guidance of In-house Maintenance and Trades
COMMUNICATION	<ul style="list-style-type: none"> ▪ Building Professional Relationships ▪ Internal and External Communications ▪ High Level Service and Support
ADMINISTRATION	<ul style="list-style-type: none"> ▪ Procurement of Goods and Services ▪ Record Keeping and System Administration ▪ Reporting and Auditing

COMPLIANCE	<ul style="list-style-type: none"> Abide by MWPA Policy, Procedure and Relevant Legislation
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QUALIFICATIONS

TO BE ADDRESSED IN SELECTION CRITERIA
<p>ESSENTIAL</p> <ul style="list-style-type: none"> Relevant Degree in Engineering; and Membership or credentials to obtain membership and CPEng. status with Engineers Australia.

COMPETENCIES & EXPERIENCE

TO BE ADDRESSED IN SELECTION CRITERIA
<p>ESSENTIAL</p> <ul style="list-style-type: none"> Minimum of 10 years’ experience within a relevant Environment; Minimum of 10 years’ Project Management experience; Experience in design, construction and maintenance, bulk handling facilities, marine structures and other port infrastructure; Strong experience and skills in identifying and remedying operational efficiencies and service problems; Experience in the preparation of designs and documentation related to structural engineering, including engineering services briefs and working with external specialists; Sound understanding of Occupational Health and Safety, Mine Safety Inspection and Environmental protection legislation and regulations; Working knowledge of structural engineering codes, standards, legislation and regulations; Experience in the financial and quality management of contracts; Ability to manage, direct and supervise technical consultants; High Level Computer literacy in Word, Excel, Project, and Outlook; and Strong written and verbal communication skills with the ability to produce top quality technical documents.

PERSONAL ATTRIBUTES

MWPA VALUES
<p>It is a requirement of all MWPA positions that work will be undertaken in line with the MWPA values as follows:</p> <p>COURAGE – We have the courage to continuously move forward, innovate, learn and grow.</p> <p>COLLABORATION – We bring the right people together to get the best result.</p> <p>ACCOUNTABILITY – We deliver our very best in all we do, holding ourselves accountable for results.</p> <p>INTEGRITY – We are consistently transparent, honest, ethical and genuine.</p> <p>CARING – We care about our colleagues, our organisation, our community and our environment.</p>

SPECIAL CONDITIONS

REQUIRED

- Ability to travel interstate and intrastate as required;
- May be required to work outside normal business hours;
- C Class Drivers Licence;
- Expected to undertake any additional training to complement the operation;
- The incumbent will be required to undertake a pre-employment psychometric testing and medical check including drug and alcohol testing prior to appointment;
- The ability to obtain a Maritime Security Identification Card is a condition of employment;
- All staff must participate in ongoing random drug and alcohol testing to support MWPA's zero tolerance policy; and
- Refer to Corporate Delegations Policy No. 06 (as amended from time to time). The Corporate Delegations Policy prevails to the extent of any inconsistency with this Position Description.

ACCEPTANCE OF JOB DESCRIPTION

This Position Description accurately describes the current position and has been explained by:

MANAGER NAME

MANAGER POSITION

SIGNATURE OF MANAGER

DATE

POSITION DESCRIPTION ACCEPTANCE

The Position Description has been explained to me and I agree to carry out the duties contained within to the best of my ability.

NAME OF EMPLOYEE

SIGNATURE OF EMPLOYEE

DATE