

Kingborough Council

Information Package for Applicants



Position: Stormwater and Waterways Engineer,
Position Number 000572

Employment Status: Ongoing, Full Time

Department: Engineering Services Department

Applications Close: 19 May 2024

Further Information: David Reeve, Director Engineering Services
on 03 6211 8200.



KINGBOROUGH COUNCIL
www.kingborough.tas.gov.au

Our Municipality

Kingborough offers a fantastic lifestyle offered on the picturesque south east coast of Tasmania. Located an easy 15-minute drive south of the capital city Hobart, Kingborough is one of the fastest growing areas in Tasmania. With a population of around 40,000, Kingborough offers a wonderful family lifestyle, including quality educational facilities, sporting and recreational services, service clubs and shopping centres. The strong growth in population is reflected through the significant number of housing approvals in the municipality over the last 10 years. On average, Council approves more than 200 new dwellings per year.

Kingston is the major commercial, retail and administrative centre for the Municipality. Local industries include fish processing, aquaculture, tourism, viticulture, boat building, civil engineering as well as the Australian headquarters for Antarctic Research, the Antarctic Division.

Kingborough Council operates from the Civic Centre at 15 Channel Highway, Kingston. It also has a Service Centre at Alonnah on Bruny Island and a Works Depot at Kingston. The municipality comprises over 19,000 rateable properties and the Council has an estimated consolidated income of approximately \$44M.

Council employs around 220 staff in managing and delivering a wide range of services including planning and development, environment and infrastructure, and recreational and community services. Facilities managed by the Council include the multi-complex Kingborough Sports Centre, and an extensive network of sporting grounds, natural assets and reserves, local halls, and community facilities.

Council has recently implemented two major development projects, Kingston Park and Transform Kingston, for the revitalisation of the central business district in Kingston. Kingston Park is an 11-hectare Council owned property that is being developed in accordance with a master plan that provides for a mix of commercial and residential uses, together with public open space, and community and cultural facilities. At the heart of Kingston Park is the Kingborough Community Hub and the Kingston Park playground that draws on the natural Tasmanian environment, Aboriginal history and way of life.

Position Advertisement

Stormwater and Waterways Engineer

Council has a vacancy for an experienced Stormwater Engineer to join its Engineering Services team. The position is responsible for undertaking projects in hydrology, hydraulics, stormwater, flood modelling, flood risk assessment, floodplain management and emergency management planning.

You will require a degree in Civil Engineering and have at least three years' experience in developing, calibrating, and simulating models, ideally using hydrological and hydraulics software. You should be able to demonstrate competent project management skills and excellent communication skills.

Further details:

The role is full time and offers a salary in the range of \$99,965 - \$113,307 per annum, depending on skills and experience, plus 12.5% employer superannuation contribution.

For more information, please contact David Reeve, Director Engineering Services on (03) 6211 8200.

Kingborough Council offers some great benefits, including:

- A range of paid leave entitlements and ability to 'purchase' additional leave.
- Discounted membership at the Kingborough Fitness Centre.
- An Employee Assistance Program.
- Corporate Health Plan discounts.

How to apply:

- Before you begin, please ensure you have read the Position Description and the Key Selection Criteria.
- Ensure you have copies of the following to submit with your application:
 - a short covering letter to introduce yourself and outline the reasons you are applying for the position, and
 - a current resume that includes relevant information such as details of your work history, qualifications and any other training or development programs.
- You must address the selection criteria in the online application form.
- Applications must be submitted by using the online form on Council's website. You can save your application as you progress through the stages until you submit your completed application.

Applications close on Sunday 19 May 2024.

Key Selection Criteria

Stormwater and Waterways Engineer

You will be asked to address the following selection criteria as part of the online application form.

Essential

1. A Degree in Engineering or equivalent qualification.
2. Knowledge and experience of civil engineering design and construction.
3. Sound background in stormwater and flooding matters.
4. Sound experience in developing technical project briefs and estimates.
5. The ability to resolve complex engineering technical issues with minimal direction.
6. Competent written communication skills and the ability to prepare correspondence and reports.
7. Well-developed interpersonal skills and the ability to effectively communicate with community members and Council customers.
8. Demonstrated organisational skills and the ability to prioritise tasks and manage own time to achieve targets within set timeframes.
9. Competent computer skills using MS Office software, including Geographic Information Systems
10. Competent in the use of stormwater design including hydraulic gradeline analysis, and flood modelling software, especially WBNM, RORB and TUFLOW.

Licences

1. Current unrestricted motor vehicle driver's licence.
2. White Card – Working Safely in the Construction Industry or the capacity to obtain this licence.
3. Confined spaces accreditation.
4. Working at Heights accreditation.
5. Traffic management accreditation.

Please note: a National Police check will be required for this position. This check will be undertaken by the employer.

Position Description

Stormwater and Waterways Engineer

POSITION DETAILS

Position No.	000572	Directorate	Engineering Services
Employment Status	Ongoing, full-time	Location	Civic Centre
Unit	Stormwater Unit	Classification	Professional Engineer Level 3

POSITION OBJECTIVE

The position will assist the Senior Stormwater & Waterways Engineer to provide:

- Engineering advice, design, approval and inspection services;
- Capital works planning and management for stormwater assets;
- Stormwater and flooding support;
- Comments for development applications;
- Liaison with other staff, developers, Government Departments, service authorities and community to achieve outcomes.

FUNCTIONS AND RESPONSIBILITIES

- Liaise with Derwent Estuary Program, State Growth, Local Government Association of Tasmania, and various service authorities in regard to specific stormwater and flooding projects.
- Review development applications and provide comment relevant to stormwater matters as part of statutory planning processes.
- Investigate and respond to community stormwater and flooding related requests.
- Undertake investigations and prepare concept designs and feasibility reports for a range of stormwater and flooding projects.
- Assist in developing projects for consideration in the five-year Capital Works programs for stormwater related assets.
- Liaise with the Civil Design team and external consultants to provide stormwater related advice for the design of council projects.

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- Liaise with Works Department (as required) to ensure that stormwater and flooding related projects are constructed and maintained by council's workforce in the most effective and efficient manner.
 - Assist with the investigation and issuing of relevant 'consents' required under the Urban Drainage Act 2013.
 - Collect data, complete investigations, evaluate outcomes, provide conclusions or recommendations, and assist with the preparation of stormwater, flooding and catchment investigation reports.
 - Undertake other duties as required/directed from time to time. An employee may be directed to carry out such duties as are within the limits of the employee's skills, competence and training.

Work Health and Safety: To take reasonable care that your acts and omissions do not adversely affect the health and safety of yourself or others in the workplace, to comply with any reasonable instructions given to you by the Council and to comply with the requirements of any and all WHS policies and procedures.

Authority and accountability: Employees at this level perform normal professional engineering work autonomously and whose work may include professional supervision.

Judgment and problem solving: An engineer who performs novel, complex or critical professional engineering work under general guidance. They may also perform a limited range of the duties of a managing engineer, a specialist engineer or a senior practitioner under general guidance.

ORGANISATIONAL RELATIONSHIPS

Reporting Relationships

1. **Internal** – This position works mostly with members of the Engineering Services team, as well as staff from other internal Departments including the Works Department.
2. **External** – Community members, customers, engineering contractors and consultants, local authorities, and Government agencies.
3. **Direct Reports** - This role reports directly to the Senior Stormwater & Waterways Engineer and has no direct reports but may be required to support technical or other non-professional staff on specific projects.

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- A Degree in Engineering or equivalent qualification.
- Knowledge and experience of civil engineering design and construction.
- Sound background in stormwater and flooding matters.
- Sound experience in developing technical project briefs and estimates.
- The ability to resolve complex engineering technical issues with minimal direction.
- Competent written communication skills and the ability to prepare correspondence and reports.
- Well-developed interpersonal skills and the ability to effectively communicate with community members and Council customers.
- Demonstrated organisational skills and the ability to prioritise tasks and manage own time to achieve targets within set timeframes.
- Competent computer skills using MS Office software, including Geographic Information Systems
- Competent in the use of stormwater design including hydraulic gradeline analysis, and flood modelling software, especially WBNM, RORB and TUFLOW.

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Employee Entitlements and Benefits

Code of Conduct	The Kingborough Council has a 'Code of Conduct' which outlines the workplace behaviours that are fundamental to our workplace culture.
Employment Provisions	The employment provisions for this position are in accordance with the <i>Kingborough Council Enterprise Agreement No 11 of 2023</i> or its successor Agreement. A copy of the Agreement is available on the Fair Work Commission website, www.fwc.gov.au
Superannuation	Council meets the requirements of the <i>Superannuation Guarantee Act</i> and currently contributes 12.5% as the employer superannuation contribution.
Employment Checks	<p>To be employed in this position applicants must undergo an employment-related background check/s and be assessed as suitable to be able to ethically perform the inherent requirements of this position.</p> <p>Applicants must undergo a pre-employment functional assessment and be assessed as being able to meet the functional requirements of the position.</p> <p>The duties of the position have the potential for the incumbent to be 'at risk' as detailed in Council's Employee Immunisation Administrative Policy. As a result, the incumbent is required to be immunised in accordance with Council's Staff Immunisation Program. (Vaccinations for this position include tetanus).</p>
Leave	Full Employees are entitled to four weeks annual leave and pro-rata for part-time employees. Full time employees are entitled to ten days personal/carer's leave (and pro-rata for part-time employees).

Thirteen (13) weeks long service leave is available after 10 years' service and the period of service is transferable between Tasmanian Councils.

Our employees may also purchase an additional two week's annual leave.

Paid parental leave entitlements are available.

Paid leave is also available for employees involved in voluntary emergency services and for staff experiencing family violence.

Health and Wellbeing

Council supports and encourages an active and healthy work environment and offers a workplace health and wellbeing program. The program includes staff discounts at the Kingborough Fitness Centre, free flu vaccinations, ergonomic assessments, health and well-being presentations, as well as a focus on mental health awareness and support.

Council also provides an Employee Assistance Program which offers confidential and free counselling services for employees.

Relocation Costs

Council may offer relocation reimbursement to employees who are moving from interstate to take up a position with Council.

Other Employee Benefits

Our employees have access to **discounted health insurance** options through St Luke's Health and the Local Government Employees Health Plan.

Council employees can arrange for a **novated lease for a personal vehicle** through Maxxia.

LGAT Assist also provide **low interest loans** to Local Government employees who are employed on an ongoing (permanent) basis.

Work Health and Safety

Work Health and Safety is an important element of

our work culture. Council takes workplace safety seriously and has implemented policies and practices to support the *Work Health and Safety Act 2012*, Regulations and Codes of Practice. Council conducts compulsory random alcohol and other drugs testing to ensure all staff are fit for work.

It is recommended that employees undertaking field inspections have a current tetanus immunisation.

Induction

All employees undertake an induction as part of the probation period, which is tailored to the work environment and position.

HR information

For any general enquiries about Council's HR or recruitment procedures, please contact the People and Safety team on recruitment@kingborough.tas.gov.au or (03) 6211 8200.