

POSITION DESCRIPTION

POSITION TITLE	Dam Safety Engineer
CLASSIFICATION	SRW Enterprise Agreement Professional Services Band D or E based on professional experience, qualification and responsibilities plus employer contribution to superannuation in accordance with the <i>Superannuation Guarantee (Administration) Act 1992</i> .
BUSINESS UNIT	Asset Futures
ENGAGEMENT	Full Time Ongoing
LOCATION	Negotiable across SRW major offices
REPORTING LINES	<p>Reports to: Principal Dams Engineer</p> <p>Direct Reports: Nil</p>
DELEGATIONS	<p>This position has authority to make decisions and direct activities for SRW as conferred by Southern Rural Water's Instrument of Delegation and as set by:</p> <ul style="list-style-type: none"> • this position description • other directions or instructions specified by SRW or a SRW delegate

POSITION OBJECTIVE

To provide asset, project and risk management services to ensure that the dams, weirs and associated assets are managed in a safe and sustainable manner, and do not pose an unacceptable risk to the Victorian community.

To provide consulting services and assist SRW to grow its dam safety consulting arm.

POSITION SPECIFIC RESPONSIBILITIES

Significant components of this role include:

- Assisting SRW to comply with ANCOLD Guidelines;
- Assisting in the delivery of the Dam Safety Surveillance program;
- Updating O&M Manuals to ensure they are accurate;
- Creating Asset Management Plans and Asset Class Plans for our dams and weirs;
- Project managing Dam Safety Design reviews and other dam safety related investigations;
- Participate in external consulting projects;

- Provide engineering advice for dam safety and operation and maintenance issues;
- Liaise with the emergency planning team to provide technical input into Dam Safety Emergency Plans (DSEPs) and participate in emergency exercises as required.
- Project management of investigations and preparation of problem statements for submission into the Capital program prioritization process;
- Assistance with flood forecasting, flood routing and other incidents at our storages;
- Provide input as required on dams related projects to the Capital planning and delivery teams.
- Project management of the planning and delivery phases for specific projects if directed to do so.

OPERATIONAL RESPONSIBILITIES

- Ensure that service levels and other targets are continually met and liaise with stakeholders to resolve any impacting issues.
- Lead continuous improvement by ensuring that all opportunities for improvement are identified and implemented.
- Work collaboratively with all teams and other stakeholders to ensure that effective internal and external customer service is delivered and established.
- Ensure that you maintain complete and accurate records of all work-related activities including documentation and administration as per the organisations records management policy and adherence to the organisations written style.

SCHEDULING RESPONSIBILITIES

- Ensure projects and tasks are adequately scheduled and resourced to meet required deadlines.
- Report monthly in corporate finance system on project expenditure, any variances and adjust phasing if required.
- Fulfil emergency related functions including filling an incident management team position, by mutual agreement, in the event that a CIMP is enacted.

HEALTH, SAFETY AND WELLBEING

- Ensure all team members (and self) are aware of and adhere to, SRW policies and OH&S requirements.
- Work in a manner that ensures adherence to OH&S requirements.
- Report any hazards, hazardous situations, notifiable incidents, including 'near misses' to immediate supervisor.
- Participate in the resolution of safety issues.

KNOWLEDGE SKILLS AND ABILITIES

- Knowledge of dam engineering and the ANCOLD Guidelines.
- Sound civil engineering knowledge preferably with an understanding of water engineering and the management and operation of headworks structures.
- Knowledge of electrical and mechanical equipment as it applies to engineering infrastructure.
- Sound knowledge of SCADA systems and their application in the water industry.
- Ability to document procedures and key asset information.
- Experience in project management of construction projects and contract administration is desirable.
- Experience in the application of risk management and asset management for civil infrastructure and its operation and maintenance is required.
- Ability to participate in and deliver external consulting projects relating to dam safety and emergency management. Identify client needs and timelines and ensure they are met.

- Business development skills to assist with building a consulting business would be an advantage.
- Excellence interpersonal and written communication skills appropriate for presenting to stakeholders, customers, senior management and board levels.
- Leadership and Supervising - Serves as a role model when leading and supervising others. Provides clear direction, promotes a dynamic working climate and empowers others. Is open to new ideas and demonstrates creativity in search of excellence.
- Analytical Thinking - Applies business analytics to establish programme priorities. Makes rational judgements from the available information and analysis.
- Knowledge and Sharing - Identifies and establishes systems and mechanisms to facilitate development of best practice and knowledge management. Encourages staff members to learn continuously and to share knowledge through mentoring, networking and development, and training opportunities.
- Judgment / Decision Making - Consults with and seeks advice at the appropriate managerial level when making complex decisions. Facilitates dialogue and development of best practice to support judgement/decision making, in full compliance with the SRW's policies and other regulations.
- Commitment to Continuous Improvement - Assesses the effectiveness of functions and systems as well as current practices; streamlines standards and processes and develops innovative approaches to programme development and implementation.
- Achieving Results - Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the business unit's programme. Evaluates their results realistically, drawing conclusions from lessons learned.
- Planning and Organising - Sets clearly defined objectives for themselves. Identifies and organizes deployment of resources based on assessed needs, taking into account possible changing circumstances. Monitors performance in meeting the assigned deadlines and milestones.
- Teamwork - Encourages teamwork, builds effective teams and resolves problems by creating a supportive and collaborative team spirit, remaining mindful of the need to collaborate with people outside the immediate area of responsibility.
- Communication - Encourages open communication and builds consensus. Uses tact and discretion in dealing with sensitive information, and keeps stakeholders informed of decisions and directives as appropriate.

QUALIFICATIONS

- Bachelor of (Civil) Engineering or higher (required).
- Extensive experience in Civil Engineering (required).
- Registered Professional Engineer of Professionals Australia (required).

PRE-REQUISITES

- Possess and maintain a current Victorian driving licence.
- Possess and maintain relevant qualifications, licences pertaining to role.
- Ability to travel to and work from other SRW Office locations as required.

SRW VALUES

Adherence to Southern Rural Water's Values as described below:

We are **always safe** and **accountable** working as **one team** to deliver a lasting **legacy**.

DIVERSITY AND GENDER EQUALITY

At SRW we value a diverse workforce, we acknowledge that it is our responsibility to create gender equality and inclusive workplaces where everyone can be their best self, regardless of gender.

EMPLOYEE POLICES

All SRW staff are required to comply with the Code of Conduct for Public Sector Employees, which can be found by visiting <http://vpsc.vic.gov.au/resources/code-of-conduct-for-employees/>

DATE APPROVED	July 2023
APPROVED BY	General Manager Asset Futures