

## PLANNING ENGINEER NETWORKS – POSITION DESCRIPTION

### OUR VALUES & BEHAVIOURS

#### **Proudly United**

##### **Value Statements:**

We are proudly united as a team, as members of EGW and as members of our community.

We work towards a common goal in a safe, respectful and inclusive workplace.

We celebrate success together.

##### **Enabling Behaviours:**

Share information and openly communicate

Understand your role in achieving the common goal and own it

Actively listen and participate

Support and encourage others

#### **Truly Authentic**

##### **Value Statements:**

We act openly and honestly in everything we do and earn the trust of others by delivering what we promise.

We understand our strengths and our limitations.

We earn respect.

##### **Enabling Behaviours:**

Have the courage to do what's right even if it means taking the hard road.

Mean what you say and say what you mean

If you don't know ask!

#### **Passionately Innovative**

##### **Value Statements:**

In an ever changing world our key to success is innovation and making the most of our resources. We achieve this by challenging the status quo, collaborating and embracing change. We value each other's ideas and learn from honest mistakes.

##### **Enabling Behaviours:**

Don't be afraid to ask questions and challenge respectfully

Put it on the table

Be curious and have an open mind

Explore opportunities and be willing to accept risk

Embrace change

#### **Openly Accountable**

##### **Value Statements:**

We take personal responsibility and accountability for our actions and their outcomes.

We have a clear understanding of what is expected of us and act accordingly.

We seek to understand the changing needs of our internal and external customers and respond appropriately.

##### **Enabling Behaviours:**

Follow through

Be proactive

Hold self and others accountable, respectfully

Own your actions

Admit mistakes: learn from them & move forward

## ABORIGINAL ACKNOWLEDGMENT

We acknowledge and respect the Gunaikurnai, Bidwell and Ngarigo Monero people as the Traditional Custodians of East Gippsland's land and waters. We pay our respects to their Elders both past, present and future leaders.

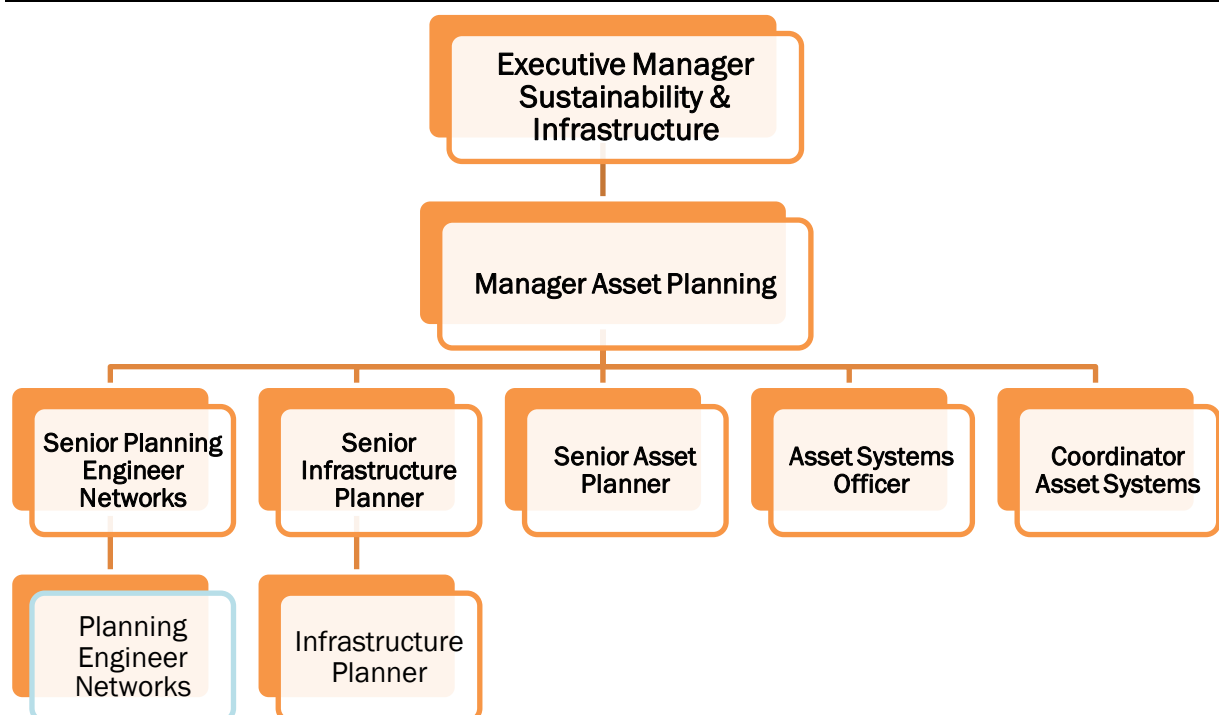
We recognise and respect their unique cultural heritage beliefs, and intrinsic connection to Country, that continues to be important to them today.

We have a strong commitment to building and developing our relationships and partnerships with Aboriginal and Torres Strait islander peoples, communities and organisations in the East Gippsland region and beyond.

## POSITION DETAILS

<b>Position Title:</b>	Planning Engineer Networks	<b>Effective Date:</b>	August 2024
<b>Department:</b>	Sustainability & Infrastructure	<b>Job Location:</b>	Bairnsdale Office
<b>Reports To:</b>	Senior Planning Engineer Networks	<b>Supervises:</b>	Nil
<b>External Contacts:</b>	Customers, Strategic Partners (consultants), Delivery Partners (contractors), other water corporations, government agencies.		
<b>FTE Classification:</b>	1.0	<b>Position Number:</b>	TBC
<b>Prepared By:</b>	Manager Asset Planning	<b>Approved By:</b>	Executive Manager Sustainability & Infrastructure

## ORGANISATIONAL CHART



## ABOUT THE ROLE

The Planning Engineer Networks will assist with the development, implementation and use of EGW's water and sewerage network planning. This includes growth and demand forecasting, network hydraulic modelling and associated master planning.

Once identified, you will assist with the development of network related projects into business cases ready to handover to project delivery, and provision of advice to other teams. Ensuring EGW meets its business objectives through providing network assets that meet the required level of service to customers now and in the future.

## WHAT YOU WILL BE DOING

<b>Network Planning</b>	<ul style="list-style-type: none"> <li>• Support the regular review and update of growth and demand forecasts.</li> <li>• Assist in the collection of appropriate monitoring data to allow validation or calibration of sewer and water hydraulic models as appropriate.</li> <li>• Assist with the building and rebuilding of sewerage and water hydraulic models.</li> <li>• Assist with the update of sewer and water network master plans, and water resource plans/strategies, and Asset Management Plans more generally.</li> <li>• Assist with optioneering, concept plans, business cases and handover documentation for key elements of relevant master plans.</li> <li>• Conduct investigations of the network implications of development applications and enquiries.</li> <li>• Collaborate with the Strategy and Innovation Team to ensure consistency with Integrated Water Management objectives.</li> <li>• Prepare and present related reports, strategies and action plans as required.</li> <li>• Represent EGW in various industry working groups as required.</li> <li>• Conduct technical investigations to address infrastructure issues.</li> <li>• Comply with the requirements of the Asset Management System.</li> <li>• Contribute to maintaining design standards associated with water and sewerage networks.</li> </ul>
<b>Projects</b>	<ul style="list-style-type: none"> <li>• Assist with delivery of allocated capital and operational programs and projects as required.</li> <li>• Comply with the requirements of the Project Management Framework.</li> <li>• Contribute to the capital delivery process for water and sewerage network related projects.</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• Provide general support and assistance to the Senior Planning Engineer Networks and Manager Asset Planning.</li> <li>• Carry out other functions and tasks that are within your level of skill, knowledge, experience and competence to support the team if sufficiently skilled.</li> <li>• Assist with emergency management functions as may be required.</li> <li>• Is open to new ideas, demonstrate a willingness to change and maintains a positive attitude towards changes</li> <li>• Share information with team members, effectively communicate with management and mentors.</li> </ul>
<b>Culture, Values &amp; Behaviours</b>	<ul style="list-style-type: none"> <li>• Remain open, approachable and available for all staff within the team, promoting a positive, optimistic and enthusiastic work culture.</li> <li>• Build a supportive and cooperative environment, one that recognises the value of collaboration.</li> <li>• Support a workplace culture that enables diversity, fair and inclusive practices.</li> <li>• Represent and role model EGW Values &amp; Behaviours, including Proudly United, Truly Authentic, Passionately Innovative and Openly Accountable.</li> </ul>

<b>Health, Safety &amp; Environment</b>	<ul style="list-style-type: none"> <li>Communicate, apply, and promote Health, Safety and Environment policies, procedures and safe systems of work.</li> <li>Contribute to developing a safe working culture through leading by example and acting responsibly for the safety of self and others.</li> <li>Ensure activities are conducted in accordance with our risk management, environment and workplace health and safety management frameworks.</li> </ul>
<b>Records Management</b>	<ul style="list-style-type: none"> <li>Employees are responsible for capturing full and accurate records that adequately document business activities and support any decisions made at East Gippsland Water in the Corporations Record Management system.</li> <li>Conduct all customer and employee queries in a sensitive and confidential manner, ensuring the privacy of East Gippsland Water employees and customers.</li> </ul>

## SKILLS, QUALIFICATION & EXPERIENCE

### SPECIALIST SKILLS

Required:	Desirable:
<ul style="list-style-type: none"> <li>Understanding of the engineering principles of water supply and sewerage systems, including water and water recycling processes, and water and sewerage reticulation networks.</li> <li>Knowledge of project management.</li> <li>Understanding of whole of asset life cycle planning.</li> <li>Research and analytical skills with the ability to prepare reports.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of the design, operation or maintenance of assets.</li> <li>Knowledge of the regulatory framework relating to the Victorian water industry and to asset management.</li> <li>Customer engagement skills.</li> <li>Knowledge and/or experience of hydraulic modelling principles and processes.</li> <li>Understanding of how business strategies contribute to the achievement of overall business objectives.</li> </ul>

### LEADERSHIP SKILLS

Required:	Desirable:
<ul style="list-style-type: none"> <li>Collaboration and cooperation skills.</li> <li>Planning and organisation skills.</li> </ul>	<ul style="list-style-type: none"> <li>Ability to recognise and balance a range of issues and requirements against the context of internal and external pressures and resource constraints.</li> <li>Experience in management of consultants, contractors and others as necessary.</li> <li>Knowledge of budgeting processes.</li> </ul>

### INTERPERSONAL SKILLS

Required:	Desirable:
<ul style="list-style-type: none"> <li>Good oral, written communication and comprehension skills.</li> <li>Ability to communicate and work with others to gain cooperation and assistance.</li> </ul>	<ul style="list-style-type: none"> <li>Ability to engage with people in intelligent and professional ways, conducting productive meetings.</li> </ul>

### QUALIFICATIONS

Required:	Desirable:
<ul style="list-style-type: none"> <li>• Relevant engineering degree from a recognised university or equivalent.</li> <li>• License to drive a vehicle in the State of Victoria.</li> <li>• Compulsory trainings throughout course of employment.</li> </ul>	

## EXPERIENCE

Required:	Desirable:
<ul style="list-style-type: none"> <li>• 0-5yrs experience relevant to infrastructure project management, or infrastructure planning.</li> <li>• Experience working in a team environment.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in the water industry, utilities, local government or consultants to the water industry.</li> <li>• Experience in use/development of hydraulic models.</li> <li>• Experience in use of geographic information systems.</li> </ul>

## KEY SELECTION CRITERIA

1. A degree in civil, mechanical or environmental engineering, or in the final 6 months of attaining one.
2. An understanding and/or water industry experience in the following areas; hydraulic modelling, and/or infrastructure planning.
3. Demonstrated good time management, analytical, and report writing skills.
4. Ability to work in a team environment to achieve quality outcomes.
5. Good interpersonal skills combined with good verbal and written communication skills.
6. Positive attitude towards personal development including being united, authentic, innovative and accountable to achieve corporate objectives.

## ADDITIONAL REQUIREMENTS

Employees must be capable of fulfilling the requirements of the position with regard to the inherent activities/hazards and be able to meet any control measures provided in the interests of health and safety. However, reasonable adjustments will be made for persons with disabilities, impairments or cultural considerations unless to do so would impose an unjustifiable hardship, or result in the role not being able to be undertaken in a safe manner.

EGW is committed to an embedding and supporting a culture of inclusion through living our organisational Values and Behaviours, and through the principles identified in the Code of Conduct. EGW also respects an Enterprise Agreement made between the Corporation and its Employees.

All employees are required to uphold East Gippsland Water Code of Conduct and Values and Behaviours at all times. All East Gippsland Water employees are Victorian Public Sector employees and are also required to comply with the VPSC Code of Conduct.

For more information about our career opportunities and our current vacancies, please visit [Careers at East Gippsland Water | East Gippsland Water \(egwater.vic.gov.au\)](https://www.egwater.vic.gov.au/careers).