

# Role Description

## Engineer Geologist

Cluster	Regional NSW
Agency	Department of Regional NSW
Division/Branch/Unit	NSW Public Works
Location	Various
Classification/Grade/Band	Engineer Grade 5/6 (TBC)
Role Family	Bespoke/Science & Engineering/Deliver
ANZSCO Code	233211
PCAT Code	1112292
Date of Approval	April 2023
Agency Website	<a href="http://www.drnsw.nsw.gov.au">www.drnsw.nsw.gov.au</a> or <a href="http://www.publicworks.nsw.gov.au">www.publicworks.nsw.gov.au</a>

### Agency overview

The Department of Regional NSW was formed in 2020 as a central agency for regional issues. The Department is responsible for building resilient regional economies and communities, strengthening primary industries, managing the use of regional land, overseeing the state's mineral and mining resources and ensuring government investment in regional NSW is fair and delivers positive outcomes for local communities and businesses.

NSW Public Works is part of the Department of Regional NSW and supports local and state government agencies to deliver critical infrastructure initiatives by providing expert advisory, planning, design, delivery, and support services. Our work is in the hospitals, dams, water treatment plants and high schools – the real foundations of prosperous communities. Every day we help shape the ambitious projects that bring progress to more people in NSW. From forging a more sustainable relationship with the land around us, to engineering the big ideas of the future. In every challenge we see the chance to build stronger and more connected communities.

### Primary purpose of the role

With the support of senior staff, provide engineering expertise which responds to client needs to ensure the consistent delivery of outcomes, including project quality, agreed timeframes and budget, in accordance with WHS policies and procedures; and undertake and coordinate a range of geotechnical services to deliver high quality and innovative client outcomes.

Contribute to the operation of the service line so that it is a viable commercial business providing value for money for clients.

### Key accountabilities

- Participate in a multi-disciplinary team to undertake single minor projects or participate in larger projects which are completed within project objectives including time, cost and quality.

- With assistance from senior staff, prepare and provide clear and thorough reporting and other documentation to senior staff and clients which informs and provides accountability.
- Report on and present project outcomes using geotechnical models, interpretation of field and laboratory data and preparation of technical reports.
- Ensure compliance with WHS, environmental, community, technical and best-practice industry requirements.
- Contribute to other project work, as a team member or individually, as required.
- Develop and maintain a good understanding of industry trends and practices and Departmental obligations and apply these to all outcomes.
- Under the direction of senior staff, liaise with clients to understand their business needs and technical issues/concerns. Provide solutions and obtain feedback on the services provided.

## Key challenges

- Working within a team environment and projects across numerous disciplines, whilst sustaining a client centric team culture.
- Delivering high-quality technical advice within agreed timeframes and with consideration of Governmental and regulatory requirements.
- Maintaining strong working relationships with the team members while managing current workloads.

## Key relationships

Who	Why
<b>Internal</b>	
Principal Engineer	<ul style="list-style-type: none"> <li>• Contribute to broader team issues and provide advice on issues</li> <li>• Identify business development opportunities</li> <li>• Escalate issues, keep informed, advise, receive guidance and instructions</li> <li>• Participate in discussions and decisions regarding service delivery and operational improvement.</li> </ul>
Work Team	<ul style="list-style-type: none"> <li>• Work collaboratively to achieve business outcomes</li> <li>• Participate in discussions regarding solution development</li> <li>• Support team members and work collaboratively to contribute to achieving the team's business outcomes</li> <li>• Participate in meetings to share information and provide input on issues.</li> </ul>
Client/Customer	<ul style="list-style-type: none"> <li>• Provide advice to achieve cost effective solutions</li> <li>• Respond to queries and resolve issues</li> <li>• Provide technical advice relating to urban water infrastructure</li> <li>• Ensure effective communication, seek clarification and provide advice and responses to ensure prompt resolution of issues</li> <li>• Address/respond to queries and provide solutions where possible, or redirect query to relevant area.</li> </ul>
<b>External</b>	
Clients and Stakeholders	<ul style="list-style-type: none"> <li>• Provide advice to achieve cost effective solutions</li> <li>• Respond to queries and resolve issues.</li> </ul>

Who	Why
	<ul style="list-style-type: none"> <li>• Ensure effective communication, seek clarification and provide advice and responses to ensure prompt resolution of issues</li> <li>• Address/respond to queries and provide solutions where possible, or redirect query to relevant area</li> <li>• Develop an understanding of key needs, issues and priorities.</li> </ul>

## Role dimensions

### Decision making

The incumbent has autonomy and authority to make decisions in accordance with the delegations of authority specific to the role of Project Engineer. This role is fully accountable for the delivery of work assignments on time and to expectations in terms of quality, deliverables and outcomes.

### Reporting line

Principal Engineer

### Direct reports

This role does not have any direct reports.

### Budget/Expenditure

Contribute to the achievement of annual revenue and net cost of services targets and deliver projects to budget.

## Key knowledge and experience

- Good verbal and written skills are important in a Geotechnical Engineer/ Engineering Geologist role. Engineers/ Geologists must communicate with other team members, both in a verbal and written method. Clear communication skills are necessary to transfer information.
- Well-developed research and problem-solving skills.
- High level knowledge and experience in Microsoft applications including Outlook, Word, Excel, and PowerPoint.
- Understanding of WHS and environmental requirements for geotechnical fieldwork and site supervision.
- Understanding of geotechnical engineering principles and application on design and construction, including use of specialist geotechnical software.
- Understanding of relevant Australian Standards and International codes and standards.
- Experience in geotechnical site investigations including fieldwork, in-situ sampling techniques, preparation of laboratory testing programs, interpretation and assessment of properties and parameters for soils and rock, and preparation of technical reports.

## Essential requirements

- Degree in geotechnical engineering or engineering geology, or civil engineering and demonstrated geotechnical work experience, with eligibility for member status of Professional Engineer of Engineers Australia.
- A valid NSW Driver's license and willingness to drive to remote locations which may include overnight stays, sometimes of up to a week or more.

## Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

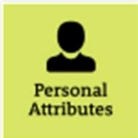

The capabilities are separated into focus capabilities and complementary capabilities




### Focus capabilities



*Focus capabilities* are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

### Focus capabilities





Capability group/sets	Capability name	Behavioural indicators	Level
	<p><b>Manage Self</b></p> <p>Show drive and motivation, an ability to self-reflect and a commitment to learning</p>	<ul style="list-style-type: none"> <li>Adapt existing skills to new situations</li> <li>Show commitment to achieving work goals</li> <li>Show awareness of own strengths and areas for growth, and develop and apply new skills</li> <li>Seek feedback from colleagues and stakeholders</li> <li>Stay motivated when tasks become difficult</li> </ul>	Intermediate
	<p><b>Communicate Effectively</b></p> <p>Communicate clearly, actively listen to others, and respond with understanding and respect</p>	<ul style="list-style-type: none"> <li>Focus on key points and speak in plain English</li> <li>Clearly explain and present ideas and arguments</li> <li>Listen to others to gain an understanding and ask appropriate, respectful questions</li> <li>Promote the use of inclusive language and assist others to adjust where necessary</li> <li>Monitor own and others' non-verbal cues and adapt where necessary</li> <li>Write and prepare material that is well structured and easy to follow</li> <li>Communicate routine technical information clearly</li> </ul>	Adept






 <p>Relationships</p>	<p><b>Commit to Customer Service</b></p> <p>Provide customer-focused services in line with public sector and organisational objectives</p>	<ul style="list-style-type: none"> <li>• Take responsibility for delivering high-quality customer-focused services</li> <li>• Design processes and policies based on the customer's point of view and needs</li> <li>• Understand and measure what is important to customers</li> <li>• Use data and information to monitor and improve customer service delivery</li> <li>• Find opportunities to cooperate with internal and external stakeholders to improve outcomes for customers</li> <li>• Maintain relationships with key customers in area of expertise</li> <li>• Connect and collaborate with relevant customers within the community</li> </ul>	<p>Adept</p>
 <p>Results</p>	<p><b>Deliver Results</b></p> <p>Achieve results through the efficient use of resources and a commitment to quality outcomes</p>	<ul style="list-style-type: none"> <li>• Seek and apply specialist advice when required</li> <li>• Complete work tasks within set budgets, timeframes and standards</li> <li>• Take the initiative to progress and deliver own work and that of the team or unit</li> <li>• Contribute to allocating responsibilities and resources to ensure the team or unit achieves goals</li> <li>• Identify any barriers to achieving results and resolve these where possible</li> <li>• Proactively change or adjust plans when needed</li> </ul>	<p>Intermediate</p>
 <p>Results</p>	<p><b>Think and Solve Problems</b></p> <p>Think, analyse and consider the broader context to develop practical solutions</p>	<ul style="list-style-type: none"> <li>• Identify the facts and type of data needed to understand a problem or explore an opportunity</li> <li>• Research and analyse information to make recommendations based on relevant evidence</li> <li>• Identify issues that may hinder the completion of tasks and find appropriate solutions</li> <li>• Be willing to seek input from others and share own ideas to achieve best outcomes</li> <li>• Generate ideas and identify ways to improve systems and processes to meet user needs</li> </ul>	<p>Adept</p>

	<p><b>Technology</b></p> <p>Understand and use available technologies to maximise efficiencies and effectiveness</p>	<ul style="list-style-type: none"> <li>• Demonstrate a sound understanding of technology relevant to the work unit, and identify and select the most appropriate technology for assigned tasks</li> <li>• Use available technology to improve individual performance and effectiveness</li> <li>• Make effective use of records, information and knowledge management functions and systems</li> <li>• Support the implementation of systems improvement initiatives, and the introduction and roll-out of new technologies</li> </ul>	<p>Adept</p>
	<p><b>Project Management</b></p> <p>Understand and apply effective planning, coordination and control methods</p>	<ul style="list-style-type: none"> <li>• Perform basic research and analysis to inform and support the achievement of project deliverables</li> <li>• Contribute to developing project documentation and resource estimates</li> <li>• Contribute to reviews of progress, outcomes and future improvements</li> <li>• Identify and escalate possible variances from project plans</li> </ul>	<p>Adept</p>

## Complementary capabilities

*Complementary capabilities* are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities. Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
	<p>Display Resilience and Courage</p>	<p>Be open and honest, prepared to express your views, and willing to accept and commit to change</p>	<p>Intermediate</p>
	<p>Act with Integrity</p>	<p>Be ethical and professional, and uphold and promote the public sector values</p>	<p>Adept</p>
	<p>Value Diversity and Inclusion</p>	<p>Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives</p>	<p>Foundational</p>
	<p>Work Collaboratively</p>	<p>Collaborate with others and value their contribution</p>	<p>Intermediate</p>

	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Intermediate
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Intermediate
	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Foundational
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Foundational