

Position Description

Position title:	Engineer – Roads and Transport
Position number:	214
Group:	Infrastructure and Natural Assets
Reports to position title:	Team Leader Roads and Transport
Number of direct reports:	<input checked="" type="checkbox"/> Nil <input type="checkbox"/> 1 - 3 <input type="checkbox"/> 4 - 6 <input type="checkbox"/> 7 - 9 <input type="checkbox"/> 10 +
Range or classification:	Pay Point 19 - 23
Approved:	December 2025

About the Group

The Infrastructure and Natural Assets Group is responsible for managing and leading council's infrastructure and natural asset programs, including development of new infrastructure, renewal of existing assets, sustainable waste and stormwater management and safeguarding the city's natural assets.

Duties and Responsibilities

Support council to deliver road and transport engineering services by:

- Participating in the development and technical evaluation of strategies, specifications, agreements and legislative requirements related to roads and transport.
- Contributing to the strategic planning, of council roads and transport infrastructure, including the development and review of policies and strategies, to meet requirements of the *Local Government (Highways) Act 1982 (Tas.)* and meeting the needs of council's Roads Asset Management Plan.

- Providing advice on civil engineering, road and transport engineering matters, including traffic engineering and parking management.
- Investigating, assessing and planning routine road and transport asset renewals and upgrades, including Council's annual road reconstruction and reseal program, in alignment with the Roads Capital Works Program and ensuring asset condition data is accurately captured, updated, and maintained within Council's asset management system.
- Contributing to, or leading when required, applications for externally funded transport related grant programs, such as Black Spot Program, Roads to Recovery Program and Vulnerable Road User Program.
- Preparing designs and feasibility reports for a diverse range of civil/municipal projects which may include the preparation of consultant briefs.
- Developing and maintaining productive relationships with key state government agencies, community, stakeholders and other areas of council to support in the delivery of roads and transport services.
- Assessing and responding to community concerns about road safety, road and footpath condition, parking and traffic management issues, through conducting investigations, attending meetings, drafting reports and correspondence.
- Preparing concise, timely and high-quality reports and presentations.

Undertake project management and contract administration for designated projects, by managing, coordinating, and supervising construction works including:

- Working with the procurement team, preparing tender and contract documents, assessing tenders for projects, and making recommendations, within council's Works Program in accordance with council processes.
- Undertaking the full project management lifecycle for routine projects, including:
 - Project planning and approvals.
 - Preparing estimates and implementing cost control systems.
 - Project reporting and quality assurance systems (for design and construction), and variation management.
 - Developing construction programs.
 - Coordinating and supervising works to ensure conformance to documentation with minimal inconvenience to the public.
- Supporting the preparation and implementation of stakeholder and community engagement plans with relevant officers in the communications team, oversee external consultants to perform this work in consultation with communications team, seeking guidance on scope of work and performance expectations.

In addition to the above, a worker may also be directed to carry out duties and tasks as are within the limits of the worker's skill, competence and training.

Selection Criteria

1. Tertiary qualifications in Civil Engineering (or related discipline) and/or at least 3 years' experience in traffic, transport, roads, highways, asset management or delivery of infrastructure projects, and a current Tasmanian driver's licence, and a current Construction Industry White Card.
2. Demonstrated relevant job-related experience in the areas of road-related asset management and/or the planning, design and successful delivery of civil infrastructure projects.
3. Demonstrated experience in undertaking reviews and inspections, with relevant project managers and or stakeholders, and providing feedback during construction (including some redesign).
4. Demonstrated experience applying sound budget practices, asset management and risk management principles and safety management practices across projects.
5. Well-developed communication skills, including report writing, preparation of documentation and presentations with the ability to adjust communication and priorities in response to Council or audience requirements.
6. Sound experience in building and maintaining effective relationships and to develop practical solutions and recommendations to address the needs of stakeholders.
7. Proven adaptability and resilience, with a track record of overcoming complex challenges and leveraging strong influencing and negotiation skills to deliver outcomes.
8. Data-driven mindset with the ability to leverage data to inform decisions.
9. Well-developed digital literacy skills and the ability to adeptly use technology to facilitate service provision and collaborate with internal and external stakeholders as required.
10. Qualifications to allow consideration and assessment of Temporary Traffic Management Plans (**Desirable**).

Authority and Delegations

The officer is to perform all duties in an authorised manner and within the scope of responsibility necessary to carry out those duties, as specified by this position description and in accordance with any applicable appointment, authorisation or delegation provided by the Chief Executive Officer.

- There **are** Delegations or Powers of entries that apply to this position.

Pre-Employment Requirements

Child and Youth Safety

Council is committed to the safety and wellbeing of children and youth while enabling their participation as a valued member of our community.

We have zero tolerance to child or youth abuse or harm. You are obligated to prioritise the safety of children and youth you interact with in the performance of your role and to report conduct of concern. For further information, please refer to our Safeguarding Children and Youth Policy and Code of Conduct available on our website, and the *Registration to Work with Vulnerable People Act (Tas) 2013*.

- A Registration to Work with Vulnerable People (Tas.) is not required.

National Police Check

- A current National Police Check is required for this position to assess the suitability of the preferred candidate. Appointment to the role is subject to the results of the check, and candidates whose history is deemed unsuitable will not be offered employment.