

Reports to: Contract Manager
Location: Head Office Rolleston

Created: September 2025

Position Objectives: The Water Services Engineer will be responsible for providing analysis and technical knowledge to ensure the deliveries of the Water Services Maintenance Contract meet best industry practices and outcomes. They will also work closely with clients and our team to deliver collaborative solutions that enhance delivery of services and are both future focused and value based.

Scope: The Water Services Engineer will oversee all technical aspects of the Water Services Contracts and work closely with clients and other team members to deliver leading best practices in the industry. They will be responsible for the compliance of the water services contracts and that all regulatory and legislative requirements are being met or exceeded.

Functional Relationships:

INTERNALLY	EXTERNALLY
CEO Senior Leadership Team (SLT) Operations, Contract and Project Managers Supervisors Forepersons All employees	Clients The Public Consultants Industry Groups Technical Groups Suppliers Regulatory and Government bodies

Company Overview

CORDE is the combination of three specialist areas of expertise in one united team. Civil Construction, Three Waters Infrastructure and Regional Asset Maintenance.

With one of the largest horizontal infrastructure teams in the South Island, CORDE have the experience and expertise to handle maintenance contracts and civil construction projects of any size. Our local focus allows us to truly understand each region, giving us the hometown advantage, we are known for.

Our strategy focuses on continuing to grow sustainably, recognises the value of business intelligence, driving our industry position and being connected with people and place.

We pride ourselves on a united culture that is inclusive and appreciates everyone's input. It's also the connection with our people and place that makes our offering so unique.

Our culture is enabled by everyone being committed to and working to these three values;

- Trustworthy — Whakawhirinaki
People You Can Rely On
- Teamwork — Mahi Tahi
People Who Work Together
- Guardianship — Kaitiakitanga
People Who Protect Our Place



Key Tasks and Expected Results

Key Result Area	Key Performance Indicators
Outcome Management	- To understand the specifications and scope of the relevant maintenance contracts and to deliver these according to the outcomes required by the client and best practices. - To investigate and understand legislative requirements to meet the specification of the maintenance contracts and the desired outcomes. These may be standards, consents or any other relevant documentation required to meet the maintenance contract terms and conditions. - To understand the asset base scope within the maintenance contract and the individual requirements associated with that asset base. - To understand and help implement good communication between the client's team and our internal teams, to meet operational programmes as required by the scale and complexity of the maintenance contract. - To understand and mentor contract managers to report on programme outcomes to the company and client addressing, programme, WIP and HS&E elements monthly. - To understand and assist to manage third parties for their delivery outcomes to the maintenance contracts. This includes the negotiation and application of agreements and their ongoing administration with respect to quality, cost and HS&E. - To understand and complete audits on HS&E and on Quality requirements.
Learning & Development	- Keep up to date with required qualifications and relevant legislation - Master the necessary technical skills and competencies required through a combination of on the job training, seminars and other continuing educational opportunities - Learn and follow all company policies and procedures - Encourage learning and development within the team by actively engaging in and promoting internal training opportunities
Safety, Quality & Risk Management	- Understand and follow the company health and safety policy & procedures - Work safely, taking care of yourself and those you work with & the public - Wear protective clothing and use the equipment provided in accordance with any information or training given - Ensure safe and competent operation in all aspects of the role, (including but not limited to) vehicles, and the operation and maintenance of plant and equipment - Report immediately any Incidents/accidents/near misses to your line manager - Report immediately any new hazards that have the potential to cause harm to people, plant, property or equipment to your line manager - Ensure discussion on Health & Safety matters is held regularly and proactively promote worker engagement in H&S - Promote to staff the daily use of risk awareness in work and promote the critical risks at work - In conjunction with the P&C team, ensure all staff are trained appropriately and that training is documented. - Proactively contribute with accidents/incidents/near misses, supporting investigations, and in the communicating and implementing of improvements or changes that result - With the P&C team, proactively manage any worker who suffers a workplace injury and where possible, encourage and facilitate the early return to work of a worker who suffers any injury be it at work or not - Ensure teams prepare and implement JRA's (with appropriate SWMS) and that teams are informed and that all activities comply with these. - Perform quality, Health & Safety and environmental auditing if instructed
Other Duties	Perform other duties as reasonably directed from time to time, including project work

Person Specification

Qualifications & Experience

- Tertiary qualification in Water / Wastewater treatment (essential)
- Class 1 Driver Licence (essential)
- At least 5 years' experience in Water Services (essential)
- Commercial contracts and standards including NZS3910 / NZS3917

Knowledge & Skills

- Contract management in the maintenance contract industry
- Familiarity with maintenance contract methodologies and guidelines
- Able to peer review proposals
- Local authority maintenance contract standards
- Risks and risk management
- Administration, budgets and human resource management
- Health and Safety and Environmental legislation and operation
- Team leadership & management
- Highly working knowledge of computers and mobile devices
- Technically strong, solutions focused, practical perspective, with good problem solving & decision making skills
- The ability to read specifications and plans
- Proactive and effective verbal and listening skills
- Effective public relations and communication skills with the ability to relates to wide variety of people
- Demonstrate positive drive and energy
- To work well with clients with the ability to take a client-side solution approach
- Professional presentation skills, able to promote delivery capability to new stakeholders
- Stress & time management skills

Behavioural Competencies

Delivering Results

Setting goals and driving high performance standards, in line with objectives, vision and values, for individual, team, and in particular, accomplishment; Translating objectives into operational reality; working to meet or exceed challenging goals through high performance and continuous improvement; championing success.

Customer Focus and Understanding

Ensuring that the customer perspective is a driving force behind business decisions and activities; developing and implementing service practices that meet or exceed customers' and company needs.

Commercial Acumen

Demonstrates a strong understanding of CORDE's vision, business strategies, operations and functions that drive profitable growth; draws from experience and utilises industry information and CORDE's position to develop business strategies and make decisions; recognises when further investigation is needed before decisions are made.

Teamwork

Initiating and managing operational relationships inside and outside CORDE Ltd to advance both business and organisational goals (e.g. relationships with customers, peers, cross-functional partners, external suppliers, and alliance partners).

Effective Communication

Recognising one's role in CORDE's communication; clearly and succinctly conveying information and ideas to individuals and the organisation; communicating in a focused, appropriate and effective manner.