



Senior Roothing Engineer

Location	Thames Coromandel District	
Reports to	Roading Manager	
Group	Infrastructure	
Direct Reports	Nil	
Financial Authority	Nil	
Functional Relationships	<i>Internal</i> Roading Manager and team, Engineering Services Manager, Recovery Manager and Community Resilience Team, Health and Safety team, Finance team, and all Council staff.	<i>External</i> Roading Professional Services consultant, Road maintenance contractor, other Territorial Authorities, contractors and consultants, Iwi, stakeholder groups, New Zealand Transport Agency and industry groups.

Our Council

As one of the largest employers on the Coromandel Peninsula, we are proud to be Thames-Coromandel District Council.

We will provide high quality, affordable services and facilities with excellent customer service. We will maintain innovative leadership and empower our communities. We will strive to make the Coromandel Peninsula a desirable place to live, work and visit. We will **be the best we can**.

To achieve our vision we aim to attract, employ and support people to be their best while being guided by our core values of **respect, integrity, innovation** and **teamwork**.

How you fit

The **Senior Roothing Engineer** is responsible for oversight and delivery of storm damage recovery work for the district's local roads and to support resilience of critical transport lifelines, and for oversight of the overall Built Environment storm recovery work programme work stream of which roading recovery work is a part of.

As part of the Roading Team, the role will work closely with Council recovery staff, as well as key contractors, agencies and community stakeholders, to ensure effective asset planning and management of Council's transport infrastructure.

This role will provide operational support, advice and guidance to internal and external customers for the Roading Team, ensuring Council provides an effective and efficient Roading activity to the public, that complies with statutory regulations, and meets service demands and community needs.

Your responsibilities

Accountable for	Successful when
<p>Storm damage and Recovery works</p>	<p>Appropriate rehabilitation and improvement work associated with storm damage recovery is programmed and implemented. Working in conjunction with Council's Roading Manager and the recovery team, this includes but is not limited to:</p> <ul style="list-style-type: none"> • Prioritisation of critical work streams and the development of the work programme • Procurement and implementation of work programme • Work programme and project reporting • Management of intervention strategies, renewal programmes, upgrades and replacements • New Zealand Transport Agency funding applications for storm damage recovery works • Ensure work programmes are managed within the approved funding allocations and provide early notification where funding is likely to be exceeded • Work with the appropriate staff on identifying, developing, and prioritising works required for the long-term plan programme and activity management plans • Undertake safety observations/inspections/audits and identify immediate actions as well as longer term solutions required • Support the organisation's strategic and asset management functions as required. For example, the provision of asset data, condition, and compliance information. • Ensure compliance with resource consents and other applicable legislative requirements for roading activities.
<p>Roading Activity Service Delivery</p>	<p>Council's Roading Asset and Activity Management Plans and processes are managed efficiently and effectively in accordance with legislative requirements and reflect sector best practice.</p> <p>High quality technical support is provided to the Roading Manager, to support decision making; including but not limited to:</p> <ul style="list-style-type: none"> • Technical advice and guidance is provided to Council and staff. • Support and assistance in the development of Roading Team strategic plans. • Transport planning & Safety – Assess current transportation systems and develop strategies to improve them, ensuring safe and efficient movement for individuals and goods • Use data analysis and modelling to identify transportation needs, trends, and patterns, considering factors such as traffic flow and environmental impact • Monitoring performance metrics, such as delivery times and costs, and making adjustments as necessary • effective and timely establishment and management of safety plans, projects, programs and strategies, databases and forward works programming for safety related works • leadership across the safety components of the design and planning of capital, renewal and operational projects • Strategic level reporting is provided including budget exceptions. • Assisting with Waka Kotahi programme development, programme and project delivery and financial reporting.

	<ul style="list-style-type: none"> • Preparation of service provider briefs and procurement processes and strategies. • Procurement of professional services and physical works contracts • Operational support is provided to the Roding Team, as requested • Reporting on roading financial and non-financial performance measures <p>Technical advice received from consultants is robust, fit for purpose and meets established timeframes.</p> <p>Council’s RAMM database is accurately maintained with all information and data recorded in a timely manner.</p> <p>Roding team budgets are actively monitored with issues or concerns elevated to the Roding Manager in a timely manner.</p> <p>All relevant LGOIMA requests, and Requests for Service (RFS) are responded to within agreed timeframes.</p> <p>Internal, operational and contractual audits and reviews are completed regularly to meet compliance and quality standards, with high success rates.</p> <p>Audit/review outcomes and / or non-conformance investigations are completed and addressed within priority timeframes.</p>
Technical advice	<p>Sound technical advice is provided in a timely and professional manner, as it applies to Council’s Roding activities.</p> <p>New Zealand Transport Agency requirements are complied with in relation to delivery of activities associated with this role.</p>
Team Support	<p>Appropriate advice and guidance is provided to team members.</p> <p>A lead is taken in the significant and complex issues and cases that come to the team.</p> <p>New innovations are identified for ongoing system improvement.</p> <p>Coach and mentor roading staff</p>
Relationship Management	<p>A customer focused approach is provided to all customers and key stakeholders with professional, accurate and relevant information provided.</p> <p>Internal relationships are effectively managed and maintained where Managers and staff seek and/or receive advice and guidance in a timely manner with successful outcomes.</p> <p>Sound professional relationships are established and fostered.</p>
Organisational Support	<p>Knowledge and skills are shared and other staff are supported.</p> <p>Procedures, information systems and policies are documented and complied with.</p> <p>Appropriate and agreed continuous professional development is undertaken.</p>

	<p>Civil Defence and Emergency Management training and activities are participated in.</p> <p>Other duties may be requested by the manager to support the business unit.</p>
Health, Safety & Wellbeing	<p>All reasonably practicable steps are taken to ensure your own safety, and to ensure that you do not cause harm to any other person by your actions or inaction.</p> <p>All reasonable workplace health and safety policy and procedures are followed.</p> <p>Any reasonable instructions given are complied with.</p> <p>A personal commitment to Health, Safety and wellbeing is demonstrated, in accordance with TCDC's Health and Safety Policy.</p>
Te Tiriti o Waitangi	<p>Commitment to an understanding of Te Tiriti o Waitangi is demonstrated, building a knowledge of Tikanga Māori.</p>

About you

Honesty, Enthusiasm, Accountability, Respect and Teamwork are considered core competencies for all staff.

A successful *Senior Roding Engineer* will need the following to succeed:

Education / Training	<p>BE, BEngTech-Civil, NZCE-Civil or NZDE-Civil, highways engineering with several years' experience; or similar qualification.</p> <p>Corporate membership of a recognised professional body (e.g. Chartered Member of Engineering New Zealand) would be desirable.</p>
Experience, knowledge, skills and attributes	<p>You will be a seasoned professional with at least 5 years' technical experience in roading infrastructure and maintenance of local authority road networks.</p> <ul style="list-style-type: none"> • Technology savvy, with excellent written and oral communication, presentation, and facilitation skills • Self-motivated, supportive, and adaptable • Honesty and integrity • Initiative and resourcefulness to work in a role with delegated responsibility • Exceptional relationship building and communication skills and ability to drive and influence decisions confidently are essential for the success in this role • Effective interpersonal skills with a demonstrated commitment to customer service and willingness to and capability for working with a wide range of people within and outside the organisation • Demonstrated ability to build and maintain effective professional working relationships with all key stakeholders, including with

other council staff members based on collaborative, collegial and cooperative working style

- Effective time management skills and ability to work effectively without supervision and collaboratively as an effective team member
- strong analytical and problem-solving skills, excellent communication skills, and proficiency in industry software and tools, such as geographic information systems and traffic modeling software
- Understanding land use, zoning regulations, and community development

Current, full drivers licence.

Demonstrated experience of embedding a continuous improvement culture in business processes.

Innovative mind set, is an improvement focused team player that shows initiative and inspires commitment to achieve Council outcomes.

I certify that I have read this position description and reasonably believe that I understand the requirements of the position. I understand that:

- a) This position description may be amended by the employer following reasonable notice to me
- b) I may be asked to perform other duties as reasonably required by the employer in accordance with the conditions of the position.

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Employee

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Date

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Employer

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Date