

DEPARTMENT OF PLANNING, TRANSPORT AND INFRASTRUCTURE

ROLE STATEMENT

Project Engineer, Fleet Services
Safety and Service Division

Classification Level PO1 **ANZSCO Code** 2332

Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by enabling the safe and efficient movement of people and freight across the state and facilitating development of the State's infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

Safety and Service Division

This division manages, controls, maintains and upgrades and operates state owned road and marine transport assets; manages traffic on the arterial road network; provides services to plan and deliver state transport infrastructure projects; and contributes to the development of transport and road safety policy. It also researches materials, processes and technologies to increase the safety, effectiveness and efficiency of the state's transport infrastructure and services.

Role Overview

The Project Engineer, Fleet Services:

- reports to the Mechanical Services Manager.
- undertakes and assists in projects and other services to facilitate efficient, effective fleet and mechanical services.
- works closely with a range of professional and technical staff in the Section.
- liaises with Section Units, other Agency Sections and Government Department, Local Government and the public.

Key Outcomes

1. **Contribute to the provision of a range of professional services to facilitate efficient, effective fleet and mechanical services by:**
 - a) assisting in the preparation of fleet and mechanical assets operating strategies
 - b) preparing engineering concepts and designs
 - c) undertaking investigations including preparing reports with recommendations
 - d) undertaking site inspections and assessments

2. **Contribute to the effective operation of the Unit and Section and the achievement of Section and Agency goals by:**
 - a) actively participating in the Section's implementation planning activities and processes
 - b) participating in various projects and other meetings
 - c) assisting in the development and implementation of new processes and procedures within the Unit and contributing to the continuous improvement of activities within the Unit.

3. **Contribute to a safe and healthy work environment, free from discrimination and harassment by working in accordance with legislative requirements, the Code of Ethics and departmental human resource policies, including Work Health Safety and Wellbeing requirements.**

Special Conditions

Initial location will be Fleet Services Unit based at Walkley Heights.

Some out of hours work and travel involving overnight absences may be required.

Essential Selection Criteria

Qualifications / Licences

Professional Engineer or relevant tertiary qualification.

A current drivers licence is essential.

Person Capabilities

- (a) Experience in undertaking investigations and preparing accurate, clear and concise reports with appropriate recommendations.
- (b) Knowledge and understanding of engineering techniques.
- (c) Ability to make sound professional and technical judgements and identify relevant issues and problems.
- (d) Ability to communicate effectively, both verbally and in writing with a broad range of stakeholders within and external to the organisation.
- (e) Ability to work under general direction, either independently or as a team member and to plan, organise and monitor work flow to meet deadlines.
- (f) Ability to consistently perform work of high quality with initiative and flexibility of approach, to develop and adopt new work practices to meet changing requirements and situations, maintain productivity and acquire knowledge and learn relevant new skills in short time-frames
- (g) Proven commitment to the principles and practices of:
 - Equal employment opportunity, ethical conduct, diversity and Work Health Safety and Wellbeing.
 - Customer service;
 - Quality management and client oriented service; and
 - Risk management.

Delegate Approval of Role Statement

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Name Title Signature Date