

JOB ROLE STATEMENT

PRINCIPAL PROJECT ENGINEER SPECIFIED CALLING - LEVEL 4

DIRECTORATE INFRASTRUCTURE DELIVERY
BRANCH PROJECT SERVICES

POSITION NO P0051743 / P0061056

KEY RESPONSIBILITIES

Provide expert engineering and technical advice and road design support to the Directorate relating to complex road projects, including alliances and design and construct contracts.

KEY DELIVERIES

Project Services

- Prepare Scope of Works and Technical Criteria contract documents for allocated projects.
- Provide a project scoping service to Project Directors and Project Managers.
- Provide an expert engineering design review service to Project Directors and Project Managers, and arrange expert engineering advice when required.
- Assess and advise on road engineering design alternatives.
- Co-ordinate works undertaken by Government Departments, Local Government and Main Roads.
- Provide expert engineering service to Project Directors for confirming statutory compliance requirements.
- Provide expert engineering and technical advisory service in specific areas of expertise.
- Manage the Scope of Works and Technical Criteria template to ensure consistent approaches to projects.
- Participate as a member of the contract evaluation team for design and construct contract award.
- Evaluate project risks and provide expert advice on mitigating treatments and actions.
- Contribute to the continuous improvement in Project Services and in project and contract management practice.

Leadership and Management

- Manage project resources to meet agreed budget and performance levels.
- Engage and manage specialist design consultants and contractors, to meet project requirements.
- Encourage the empowerment, motivation and development of project team employees.
- Contribute to the improvement of project and contract management practice across Main Roads.
- Manage financial, technological, physical and other resources within agreed allocations to meet agreed outcomes.
- Manage employee behaviour, performance and development.

Stakeholder Relationships

- Liaise, negotiate and facilitate outcomes with Project Directors, contractors, consultants, the public and other agencies.

SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW standards as detailed by the Main Roads' Safety, Health and Wellbeing (SHW) Management System - refer to "SHW Roles and Responsibilities Procedure" on 'iRoads' intranet.

LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

REPORTING RELATIONSHIPS

This position reports to:

(A) TITLE AND LEVEL
MANAGER PROJECT SERVICES

LEVEL 8

POSITION NO
P0061456

PRINCIPAL PROJECT ENGINEER SPECIFIED CALLING - LEVEL 4

POSITIONS UNDER DIRECT SUPERVISION

List the position numbers, titles and levels of positions directly supervised

TITLE and LEVEL

Consultants and Contractors

POSITION No

CATEGORY

NUMBER

Consultancy and/or
Contract

up to 4

TOTAL

Up to 4

SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE

- A Degree in Civil Engineering.
- Comprehensive, skill knowledge and experience in:
 - investigation, design and construction of major road projects
 - engineering and technical advisory service in relation to complex roadworks
 - writing and/or working with technical contract documents for complex road and bridge projects
 - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
 - managing employee behaviour, performance and development
 - building and enhancing stakeholder relationships
 - negotiation and facilitation
- Knowledge of:
 - project and contract management
 - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity
- Possession of a current Western Australian 'C' Class (car) motor vehicle drivers licence or an approved equivalent.

CERTIFICATION

1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE

BRANCH/SECTION HEAD

DATE

31/3/2020

2. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

SIGNATURE

EXECUTIVE DIRECTOR

DATE

31/3/20

3. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE

MANAGER HR BUSINESS

DATE

1/4/20