

MANAGER ENGINEERING SERVICES POSITION DESCRIPTION

Position Title	Manager Engineering Services
Directorate	Infrastructure Services
Department	Engineering Services
Position No.	59,000.00
Classification	M3
Awards Stream	Individual Contract
Reports To	50,000.00 Director Engineering and Infrastructure
Last Review Date	September 2026

ORGANISATION SUMMARY:

OUR VISION:	Helping to energise the world. A region that feeds, powers and builds communities, now and for the future.
OUR GOAL:	To pursue long-term sustainable futures for Isaac's communities.
OUR VALUES:	Community Focus Teamwork Caring Positive Work Ethic

We're a region unique in charm and a character-growing attraction for many keen to explore the road less travelled. It's a place where traditional country qualities live on within modern, vibrant communities.

Isaac Regional Council plays a role to ensure our communities have a long sustainable life, so it continues to be a great place to raise a family and to find new or old passions.

Our public spaces are valued and activated, our communities' lifestyles and wellbeing are prioritised, and our individual and collective identities are celebrated.

We need to use new ideas in everything we do because of the fast changes happening all over the world.

This helps us deal with changes and provide the best service. As a Council, we will continue to maintain a clear and balanced vision for the future that shapes all our decisions as we feed, build and power communities.

DEPARTMENT SUMMARY:

The Infrastructure Services Directorate is responsible for building, maintaining and connecting the communities of the Isaac Regional Council. As an integrated, multi-disciplinary service, the Directorate delivers and manages a diverse portfolio of community infrastructure and essential services, including roads, parks, accommodation facilities, water and wastewater networks, and waste management and resource recovery assets. Through strategic asset management, infrastructure delivery and operational excellence, the Directorate supports the liveability, connectivity and sustainability of the region while ensuring compliance with all relevant legislative and regulatory requirements.

POSITION SUMMARY:

The Manager Engineering Services position provides infrastructure planning, design, delivery and technical services to Council and the Infrastructure Services Directorate including:

- Coordination and management of detailed design consultancy.
- Minor inhouse designs.
- Delegated Road Manager under Heavy Vehicle National Law approvals through the National Heavy Vehicle Regulator.
- Program development – asset renewals and new Capital works relating to Roads, Transport, Parks and Recreation, water, wastewater and waste assets.
- Ad hoc community enquires as they relate to Roads Transport, Parks and Recreation, water, wastewater and waste Infrastructure.
- External funding application development and submissions.
- Coordination of Design standards.
- Coordination and Management of Natural Resources (gravel and water as required for road works).
- Management of 3rd party access to the road corridor.
- Participation and development of responses to applications under Planning act associated with impacts relating to Roads, Transport, Parks and Recreation, water, wastewater and waste assets
- Negotiation and management of agreements with project developers for maintenance and upgrades to Road and Transport infrastructure.
- Management of Council's Aerodromes and Aircraft landing Areas

DUTIES:

Position Accountabilities and Performance Objectives

1. Provide leadership and efficient and effective management of department functions and activities.
2. Provide strategic leadership of the department addressing community and customer needs analysis, strategy and policy.
3. Ensure personal and departmental compliant governance.
4. Develop a positive performance-focussed workforce culture.
5. Develop and plan whole-of-Council infrastructure future priorities under the 5-, 10- and 20-year major capital works programs in conjunction with the Manager Infrastructure and Manager Parks and Recreation and Manager Water & Wastewater and Manager Waste.
6. Coordinate asset management for roads, transport, parks and recreation infrastructure.
7. Provide timely and thorough engineering assessment of the engineering aspects of development applications and operational works applications in conjunction with the Planning department's Development Engineering section, based in-part on Council's development guidelines (the Capricorn Municipal Development Guidelines or CMDG).
8. Manage external consultants in the delivery of designs and reports for the delivery of future infrastructure projects.
9. Manage the Civil Engineering aspects of external third-party agreements.
10. Ensure Council bridges are managed and maintained in accordance with TMR inspection guidelines.
11. Ensure Council's Aerodrome and Aircraft landing Areas are managed and maintained in accordance with CASA guidelines.
12. Assist in the delivery of Capital Projects for the Infrastructure Services directorate as required.

13. Liaise with Government departments at Commonwealth and State level, identify opportunities for and development applications for grants for relevant functions and capital works under the Engineering and Infrastructure Directorate.
14. Co-ordinate the ongoing review, revision and generation of Council's Design Guidelines, Construction Standards and Standard Drawings.
15. Provide development and training to Graduate Engineer when applicable
16. Provide input the Bowen Basin Regional Roads and Transport Group (BBRRTG) in company with the Infrastructure Services Leadership Team
17. Manage compliance and coordination of natural resources as they relate to road construction (gravel and water)
18. Assist in the co-ordination of as-constructed information input into Council's information systems.
19. Undertake Technical investigations as required and as they relate to roads, transport parks and recreation infrastructure
20. Management of Heavy Vehicle Access as the delegated Road Manager under the Heavy Vehicle National Law
21. Other duties which could reasonably be described as incidental and peripheral to the main tasks

KEY COMPETENCIES:

Essential Knowledge and Skills

1. Proven ability to deliver on commitments and drive a department to achieve a high level of efficiency.
2. Proven ability to manage external providers to deliver value for money for Council.
3. Experience in developing a positive customer and community focus both internally and external to the organisation.
4. Excellent oral and written communication skills.
5. Knowledge of civil infrastructure construction and maintenance processes, particularly for rural areas containing heavy industries.
6. Ability to write technical reports and scope civil construction works, including knowledge of TMR specification and the relevant Local Government and Transport Acts of Queensland and other relevant specifications.
7. Ability to interpret technical specifications and designs and communicate requirements to Works Coordinators and Team Leaders.
8. High Level of proficiency in Microsoft applications including Microsoft Project.

Experience

1. Experience providing leadership and management of department functions and activities.
2. At least 10 years demonstrated civil engineering experience or significant other relevant demonstrated experience.
3. Demonstrated understanding of technical asset management principles and practices.
4. Demonstrated understanding and evidence of Program Development practices including strategy development, needs and gap analysis and works program balancing.
5. Experience servicing multiple customers and working with a large variety of people with their own priorities.
6. Experience in leading and managing the delivery of design and technical services covering a variety of engineering and infrastructure portfolios including roads, drainage, and traffic.

Qualifications

Mandatory – this role requires the possession of:

1. Construction White Card (Construction Industry).
2. Valid Driver Licence

Desirable

1. Post graduate qualifications in Management would be looked on favourably or other significant and relevant demonstrated experience.
2. Degree qualification in Civil Engineering or similar Engineering degree with relevant civil experience.
3. Registered Professional Engineers of Queensland certification is desirable.

DELEGATED AUTHORITY AND ACCOUNTABILITY:

Delegations as detailed in Council's Delegation of Authority register.

EXTENT OF AUTHORITY:

Position exercises a degree of autonomy and works under general direction with the freedom to act within established policies practices. The position must understand that their powers are limited to their delegated authority and know and comply with any authority and obligation that comes with their powers.

CERTIFICATION:

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

	EMPLOYEE	DEPARTMENT MANAGER
Name		
Signature		
Date		