

Position description

Position title:	Graduate Engineer	Team:	Dependant on department
Division:	Operations/Regulatory Services	Reports to:	Dependant on department
Department:	I&ES/Regulatory Engineering/Healthy Waters	Direct reports:	Nil
Unit:	Engineering Technical Services Regulatory Engineering Healthy Waters	Indirect reports:	Nil



Our commitment to te ao Māori

We honour Te Tiriti o Waitangi, accord value to te ao Māori (the Māori world), support kaitiakitanga and are responsive to the needs of the Māori community. You participate in initiatives to embed te ao Māori into the way we do things. You are willing to develop and build your own confidence and capability to contribute to the department's Māori Responsiveness Plan and wider organisation's vision to be a treaty-responsive organisation.



Purpose of the job

The aim of the engineering graduate position is to give young engineers exposure to the wide variety of engineering positions that are available at Council. This is an excellent opportunity to participate in key engineering projects in different fields and to broaden your engineering knowledge and skills, needed to eventually attain competences required for chartered engineering status through Engineering New Zealand (ENZ).

Graduates rotate (short term) with specialist engineering teams contributing to projects as required. Throughout the programme, the graduate engineer will be supported by an ENZ accredited mentor. Rotations are set depending on the business need and the incumbent's learning and development.

The engineering graduate programme is made up of two components that work side by side:

- Inclusion in the two-year Auckland Council Graduate Programme and associated activities
- Inclusion in the four-year technical Engineering Programme designed to support achieving chartered status with ENZ.

The graduate will have the opportunity to work with the following disciplines:

- Stormwater design
- Geotechnical engineering
- General civil engineering
- Contaminated land
- Project management
- Landfill aftercare

	<ul style="list-style-type: none"> • Contract management • Engineering risk management 	<ul style="list-style-type: none"> • Coastal engineering • H&S and QA management 	<ul style="list-style-type: none"> • Hydraulic modelling
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 <p>Key responsibilities</p>	<p>Projects – you will:</p> <ul style="list-style-type: none"> • Contribute as an active participant in project teams where applicable • Provide up-to-date, relevant best-practice input • Demonstrate adequate competence aligned to the ENZ chartership requirements • Make a valuable contribution to project teams through: <ul style="list-style-type: none"> ◦ Actively listening to others’ contributions, seeking clarity to advance own learning or understanding, and applying that learning to wider context ◦ Offering fresh ideas that encourage innovation • Take positive action to support the achievement of project objectives. <p>Organisational obligations</p> <ul style="list-style-type: none"> • Be aware of, and demonstrate, the principles of Our Charter. This sets out the expectations for conduct at Auckland Council. • Action Auckland Council’s good employer obligations and equal employment bicultural policies and practices • As an employee of the Council, you are required to be associated, as required, with Civil Defence Emergency Management or any exercise that might be organised in relation to this Council function • Promote a safe and healthy workplace by undertaking responsibilities as outlined in Auckland Council’s health and safety policy and procedures • Promote activities and initiatives that assist Auckland Council to achieve its common purpose • Promote one-organisation initiatives and action these service characteristics • As an employee of Auckland Council, you are required to familiarise yourself with, and comply with, all organisation policies, including the Auckland Council Code of Conduct.
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 <p>Outcomes</p>	<p>Work excellence – you will:</p> <ul style="list-style-type: none"> • Be able to effectively carry out work allocated either independently or as a team • Identify opportunities to contribute to team or business objectives and actively seeks to provide input
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	<ul style="list-style-type: none"> • Identify and recommend opportunities for improvement • Complete work in a timely manner and to a high standard • Be recognised as a valuable contributor to achieving team and business objectives. <p>Relationship management – you will:</p> <ul style="list-style-type: none"> • Develop and maintain effective relationships with internal and external key stakeholders • Maintain functional professional relationships • Meet business objectives. <p>Customer service – it’s important that:</p> <ul style="list-style-type: none"> • Excellent customer service is provided to both internal and external customers • Auckland Council customer service standards are consistently met • The reputation of the individual, their immediate team and Auckland Council are enhanced. <p>Professional development – it’s an ongoing process to:</p> <ul style="list-style-type: none"> • Take responsibility for identifying your own learning and development needs • Take action to communicate these and contribute to identifying relevant support to meet these needs • Apply new and key learnings to advance professional competence • Let your learning and development needs be known to your line manager • See that learning and development needs are incorporated into Performance Development Plan • Proactively take opportunities to participate in learning activities • Demonstrate adequate competence aligned to the ENZ chartership requirements.
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 <p>Key skill</p>	<p>Qualifications</p> <p><u>Essential</u></p> <ul style="list-style-type: none"> • Working towards a New Zealand accredited tertiary qualification in a relevant discipline such as: <ul style="list-style-type: none"> ◦ Civil and Environmental Engineering, Coastal Engineering, Stormwater, Geotechnical, Engineering Natural Resources, Engineering Science • Driver’s license required <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Student/Graduate Membership of appropriate Engineering Institution
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	<p>Experience</p> <ul style="list-style-type: none"> • Work experience in related engineering field is an advantage. <p>General competencies</p> <p><u>Essential</u></p> <ul style="list-style-type: none"> • Demonstrate: <ul style="list-style-type: none"> ○ Engineering knowledge aligned with the Council’s engineering / technical disciplines ○ Strong verbal and written communication skills ○ Appropriate engineering report writing skills ○ Adequate engineering presentation skills ○ Excellent time management and organisation skills • Experience using Microsoft Office applications, particularly Excel and Word <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Proficiency in Te Reo and an understanding of te Ao Māori; • Understanding of Te Tiriti o Waitangi and its relationship to Local Government • Knowledge of tikanga Māori and an ability to relate with iwi and hapu.
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 <p>Job requirements</p>	<p>The role may be located at different service areas/offices and require travel. Day-to-day duties during a rotation may also require some travel to other Council buildings, customer premises and other work sites as required.</p> <p>As a graduate engineer you will be based in Engineering Technical Services, Regulatory Engineering or Healthy Waters. This team will be your base throughout the graduate programme, however, you will also get to rotate across the other two teams as part of the engineering graduate rotation programme.</p> <p>Key relationships</p> <p>Internal:</p> <ul style="list-style-type: none"> • Team leader and team • Buddy to provide peer support throughout programme • Mentor as assigned to provide professional development guidance <p>External:</p> <ul style="list-style-type: none"> • All external parties as designated by the authorised manager
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The above statements are intended to describe the general nature and level of work being performed by incumbents in the assigned job. They are not construed as an exhaustive list of all responsibilities, duties, or skills required of the incumbent. From time to time, employees may be required to perform duties outside of their normal responsibilities as needed.

Approving manager:		Version date:	
 Job framework	Job function:	Job family:	Job:

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