

JOB DESCRIPTION

Title: Senior Engineer – Local Government (AUS-SPEC)

1 Primary Function	
Assisting in the editorial and maintenance process of AUS-SPEC specifications. Preparation of technical information on topics including design, detail, construction, sustainability, maintenance and operations of local government infrastructure assets.	
2 Reporting	
To the AUS-SPEC Manager.	
3 Supervises	
Not initially responsible for the supervision of others.	
4 Work Performed	
	Frequency
Update and review of existing AUS-SPEC material: <ul style="list-style-type: none"> • Use your experience and technical knowledge to review existing design, construction and maintenance information for the annual update. • Review existing AUS-SPEC Reference documents. • Liaise with external reviewers and other organisation to obtain feedback on AUS-SPEC material. 	Ongoing.
Monitoring and reviewing regulations and standards from: <ul style="list-style-type: none"> • Standards Australia, some 500 cited. • Other Australian (Austroads, WSAA etc.) and overseas publications, some 500 cited. • Updates to the National Construction Code. 	Ongoing.
Developing material: <ul style="list-style-type: none"> • Research technical topics and new construction techniques. • Prepare reports for publication and presentation. • Develop personal specialist fields of expertise. • Prepare new AUS-SPEC material. • Prepare new generic worksections. 	Project specific.
Production process activities: <ul style="list-style-type: none"> • Participating in the updating of construction information material. • Participate in the production process of construction information material, including proofing and checking. • Maintenance and updating of information for the AUS-SPEC annual update and the library database. 	Quarterly.
<ul style="list-style-type: none"> • Responding to AUS-SPEC subscriber technical queries. • Assist with NATSPEC activities as required. 	Ongoing.
Any other related task assigned (also includes tasks that take less than 5% of the job).	As required/agreed.
5 Measures/Outcomes	
Relate to team commitment and customer focus and are based on: <ul style="list-style-type: none"> • Ability to work effectively with others. • Quality of project outcomes. • Accuracy and efficiency. • Meeting deadlines. 	