

<b>Position Title:</b>	Senior Structural Engineer
<b>Business Unit:</b>	Structural Engineering
<b>Reports to:</b>	Director – Structural Engineering
<b>Liases with:</b>	Engineers Drafters/Designers Town Planners
<b>Responsible for:</b>	N/A
<b>Classification:</b>	P4
<b>Review date:</b>	1 December 2011

## PRIMARY PURPOSE

The position of Senior Structural Engineer exists to undertake structural engineering consulting tasks from the definition of client requirements, task planning, monitoring and control of scope.

## KEY RESPONSIBILITIES

### 1. Technical Expertise and Quality of Work

- Provide specialist input into multi-disciplinary project teams.
- Maintain a knowledge and understanding of trends in structural engineering design and project management
- Provide leadership and technical direction for work undertaken by the company.
- Undertake engineering tasks to ensure a high level of accuracy and efficiency according to the company standards of operation.
- Adhere to company guidelines for task management to ensure works are undertaken and services delivered to the highest possible standard.
- Ensure all aspects of the quality management system are followed.
- Monitor project efficiency by reviewing performance against budget.
- Ensure cost effective solutions are achieved by providing technical input to and review of outputs.

### 2. Internal Relationships

- Liaise closely with members of the Structural Engineering Business Unit regarding project outputs.
- Attend meetings and participate in decision making as a team member.
- Communicate in an effective and professional manner, both verbal and non-verbal.

### 3. Client Relationships

- Build and maintain close relationships with clients, in association with the Business Unit Director.
- Attend meetings and provide professional advice as required.
- Provide excellence in customer service to ensure client expectations are exceeded.
- Demonstrate a genuine interest and commitment towards outcomes, ensuring customer objectives are met at minimum acceptable technical standards.

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| <b>4. Continuous Improvement</b> | <ul style="list-style-type: none"><li>• Attend conferences and events as required.</li><li>• Participate in training to assist with professional development</li></ul>  |
| <b>5. Business Development</b>   | <ul style="list-style-type: none"><li>• Maintain a profile in the industry by participation at relevant events and involvement on committees that will assist with business growth and exposure.</li><li>• Identify opportunities and liaise with the Business Unit Director.</li><li>• Prepare information for monthly Business Development Reporting.</li><li>• Project a positive and professional company image</li></ul> |
| <b>6. General</b>                | <ul style="list-style-type: none"><li>• Adhere to Workplace Health &amp; Safety Policy to ensure a safe environment for all employees by following the guidelines set out in the Employee Handbook.</li><li>• Protect the interests of FCG in order to limit the Company's exposure to public liability and professional indemnity/insurance claims.</li></ul>  |

### QUALIFICATIONS AND EXPERIENCE

- Bachelor of Engineering (Civil)
- Minimum 5 years experience in structural engineering design, documentation and project management.
- Leadership Experience (an advantage)
- Business Development Skills
- RPEQ or NPER3 (or equivalent)

### COMPETENCIES REQUIRED

- Microsoft Office Suite
- Microsoft Project
- Working knowledge of relevant legislation and regulations
- Knowledge and understanding of the principles of safety in design
- Organisational and time management skills with the ability to work to timeframes

### DEMONSTRATED BEHAVIOURS

- A professional approach towards communication and personal presentation
- Effective verbal and written communication skills
- Understanding of quality management systems employed in an engineering practice