

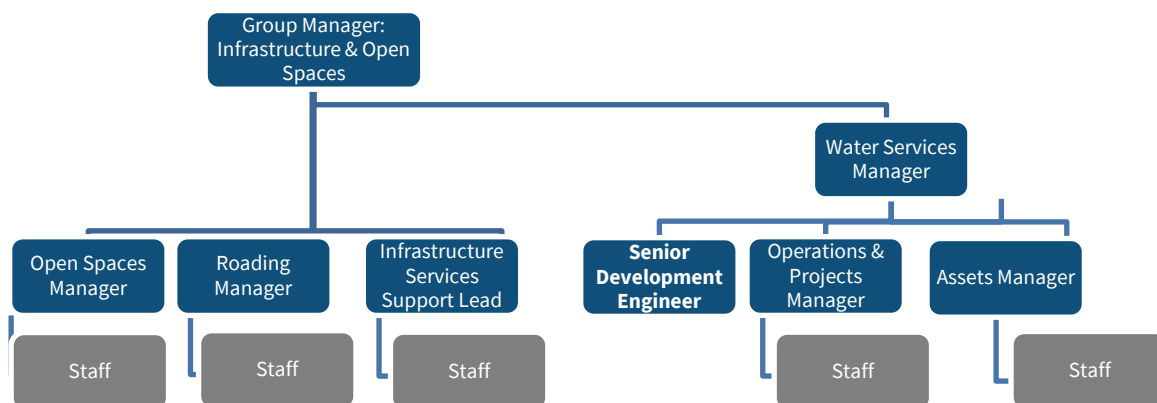
# Position Description

|                         |                             |
|-------------------------|-----------------------------|
| <b>Position Title:</b>  | Senior Development Engineer |
| <b>Reports To:</b>      | Water Services Manager      |
| <b>Group:</b>           | Infrastructure Services     |
| <b>Employment Type:</b> | Permanent, full time        |
| <b>Date Modified:</b>   | September 2025              |

## Purpose

To ensure Council’s engineering standards are met for all new land developments protecting Council from liability from vestment of substandard infrastructure and ensuring that the assets and services can be efficiently operated, maintained in the future.

## Group Structure



# our Purpose

Supporting our communities to thrive by working together to provide services and places for people to connect, grow, live, work and play.

# our Values

Our Values describe how we are going to achieve our purpose and vision, and they underpin how we work; they support how we make decisions, how we treat each other and our communities, and how we behave everyday. They guide us all and they apply to everyone in our organisation, no matter where we work or what we do.



- ✓ Build trust by communicating openly and acting with integrity
- ✓ Apply a customer lens to everything we do
- ✓ Make responsible decisions by balancing different needs
- ✓ Plan for our future and think sustainably
- ✓ Take responsibility and "own" our roles



- ✓ Know our stuff and encourage knowledge sharing and professional growth
- ✓ Learn from our successes and mistakes
- ✓ Aim to improve and innovate by questioning the status quo & bringing ideas to life
- ✓ Focus on solutions
- ✓ Follow through with our commitments



- ✓ Collaborate and tackle challenges together
- ✓ Work with and for our communities
- ✓ Think about how our work impacts others
- ✓ Acknowledge and celebrate our achievements
- ✓ Value and encourage social connections



- ✓ Encourage diverse ideas
- ✓ Keep an open mind
- ✓ Have empathy for and support one another
- ✓ Care for the wellbeing and safety of ourselves and others
- ✓ Seek to understand what is important to others

## Key Accountabilities

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### Development Engineering

- Provide guidance to customers, ratepayers and other departments of Council for infrastructural services and engineering standards.
- Review the infrastructure and roading aspects of all Subdivision and Land Use Resource Consents and establish conditions and guidance that meet NZ Land Development Standards, Council District Plan and Specifications. Provide advice and recommend changes where standards are not met.
- Accurately assess the impact of developments on infrastructure capacity and ensure an appropriate level of development contributions are collected in accordance with Council policies.
- In conjunction with the Stormwater Engineer, liaise with the Regional Council, consultants and others to discuss and resolve design complexities relating to stormwater design and the environmental impact of the development.
- Oversee and inspect construction of infrastructural assets for new developments / subdivisions.
- Monitor and record time spent on individual developments during the engineering review and inspection processes and ensure that appropriate costs are recovered from the developer.
- Develop and implement procedures for the formal handover of newly vested assets enabling a clean transfer to the relevant asset management officers and / or Open Spaces Team for the on-going operation and maintenance of new assets.
- Review as built plans and vested asset information and ensure these are captured in the council records (databases, GIS etc.)
- Manage the process, providing commentary on complex Project Information and Land Information Memoranda, and guidance to other Infrastructure Services employees involved within the process to ensure an accurate output within the required timeframes, with Council protected from any justified liability claims.
- In conjunction with the Stormwater Engineer, review stormwater design of commercial development, within the Project Information Memorandum and ensure compliance with Council's network-wide stormwater consents, Regional Council permitted activities and standards.
- Liaise with other teams of Council (i.e. Building and Planning) and ensure compliance with Regional Council (and others) requirements.
- On a periodic basis review and implement improvements to current business practices and guidelines given to new developers.
- Represent Infrastructure Services in regulatory hearings in accordance with RMA requirements.

### Asset Management

- Undertake assigned tasks or special projects as requested from time to time.
- Assist with the on-going development and monitoring of engineering construction standards to optimise vested assets and ensure asset life is maximised.
- In conjunction with the Stormwater Engineer, develop, implement and maintain Stormwater Design Guidelines and codes of practice, and assist with the development of stormwater policies and rules for adoption by Council, including within the District Plan.
- Assist with the preparation of Council's Long-Term Plan, Annual Plans, annual budgets and corporate reporting relating to the three waters activities.

### Corporate Contribution

- Contribute to and follow the organisation's governance, corporate plans, policies, projects, initiatives and strategies.
- Participate in performance development and assessment processes.
- Contribute to and follow health and safety policies and procedures, including accurate reporting.
- Ensure proper care and use of plant, vehicles and equipment.
- Assist in providing civil defence functions and / or maintain the provision of essential services in emergency management events.
- Undertake any other relevant duties, including attending out of hour's meetings as requested by your Manager or Group Manager.

## Position Requirements

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The below qualities, knowledge and skills are the key focus for this role and are used to assess an applicant's suitability for the role and the incumbent's performance in the role.

### Personal Qualities

#### Conceptual and Analytical Ability

- Deals with concepts and complexity comfortably.
- Uses analytical and conceptual skills to reason through problems.
- Has creative ideas and can project how these can link to innovations.

#### Detail Focus

- Observes fine details and identifies gaps in information.
- Prefers to follow processes to complete tasks.
- Considers maintaining levels of accuracy of high importance.

#### Relationship Building

- Promotes understanding and compromise through diplomatic handling of conflict.
- Forges useful partnerships with people across business areas, functions and organisations.
- Builds trust through consistent actions, values, communication and minimising surprises.

### Knowledge and Skills

#### Advanced Computer Skills

- Uses a wide range of advanced software application features.
- Able to problem-solve on software applications.
- Interrogates computer systems applications to evaluate performance and provide information.

#### Initiative and Enthusiasm

- Demonstrates enthusiasm, commitment and capacity for sustained effort and hard work.
- Demonstrates a proactive and self-starting approach.
- Sets high standards of performance for self and others, ensuring ownership of actions.

#### Consult and Advice

- Clarifies needs and expectations of roles, process and outcomes.
- Develops flexible and practical solutions or recommendations to complex problems.
- Communicates regularly with others providing advice in area of expertise.

#### Strategic Planning

- Entertains wide-ranging possibilities in developing a vision for the future.
- Uses strategic relationships and knowledge to predict and prepare for the impact of events on the organisation.
- Translates strategic direction into day to day activities.

### **Specialist Expertise**

Bachelor of Engineering (Civil).

At least five years relevant engineering experience.

Experience using industry specific software applications.

### **Key Relationships / Customers**

External:

- Developers, Contractors and Suppliers
- Consultants
- Public
- Other Local / Regional Authorities
- Government Agencies
- Iwi Representatives

Internal:

- Three Waters Business Unit
- Infrastructure and Open Spaces Group
- Customer Services
- Other Council Units/Groups
- Three Waters Committee
- Methven Community Board
- All Ashburton District Council staff