

## Position Description

Position Title	Graduate Engineer
Reports to	Manager /Team Leader
Location	Petone
Type	Permanent, full time

### The position

Wellington Water provides a three-year Graduate Programme for recently graduated professional engineers. The purpose of this programme is to provide graduates with the knowledge, skills and behaviours required to become successful engineers and the opportunity to start their career with Wellington Water and for Wellington Water to grow future talent.

During the programme, the Graduate Engineer will participate in engineering activities in different fields and undertakes placement (rotations) within various business groups. Rotations are set depending on the business need and the graduates learning and development. Graduates will undertake personal and technical skill learning and development through a mix of on-the job learning, mentoring, self-directed learning and training courses.

As a graduate level engineer, you will assist in a wide range of work activities, including engineering design, investigation of customer issues, operational support, analysis and interpretation, conducting research and communicating that work. You will be working within well-established practices and a clearly defined scope of work.

### About Wellington Water

Wellington Water is owned by the Hutt, Porirua, Upper Hutt and Wellington city councils, South Wairarapa District Council and Greater Wellington Regional Council.

Our role is to be both trusted adviser and trusted operator to councils in the achievement of the right balance between Te Wai (the water), Te Taiao (the environment) and Te Tangata (the people). We call this Te ika rō wai, the journey of giving the mana back into the water.

Underpinning Te ika rō wai is the focus on five strategic priorities:

- looking after existing assets;
- supporting the region's growth agenda with water infrastructure;
- reducing individual demand on water;
- improving the water quality of our streams, rivers, harbours and oceans; and
- decarbonising the way we work.

We provide trusted advice because under our model, councils own their assets and make final decisions on levels of service and investment levels.

We aim to build trust with councils, mana whenua, committees and customers in the way we provide services – trusted operator.

All of what we do is underpinned by our three values of:

- **Tangata Tiaki** – together we protect our most precious taonga
- **Whānau** – united we support, connect and respect each other
- **Mana** – individually, we bring our best to every situation

## About the groups

- Network Development and Delivery Group – leads the development, design and delivery of the rolling work programme that delivers fit-for purpose 3 Waters infrastructure solutions for client councils.
- Network Management Group – leads the operation and maintenance of treatment facilities for water and wastewater. They ensure that control systems and processes are in place, so our water networks are reliable and that they meet our stringent quality requirements, and ensure we are focused on technological innovation by investigating and delivering new smart services.
- Network Strategy and Planning Group - leads the development and implementation of the regional three waters strategy and policy advice and ensures that asset management planning meets the needs of client councils. The group is also responsible for the development and implementation of information and knowledge management strategies and systems to ensure that company and three waters data informs decision-making and improves performance outcomes.
- Customer Operations Group – leads the operations and maintenance of the network on behalf of client councils and is the first point of contact in responding to client and customer requests.

## About the role

### Key relationships

Our company is a trusted advisor to our client councils. We put people first and value working together, sharing our knowledge and learning from others. Your key relationships will be across Wellington Water and with:

#### Internal

- Network Development and Delivery Group (NDD)
- Network Management Group (NMG)
- Network Strategy and Planning group (NSP)
- Customer Operations Group (COG)

## External

- Client Councils
- Service providers, contractors and suppliers
- Customers and stakeholders
- Industry experts

## Deliverables

As the Graduate Engineer, success in this role will depend on your ability to deliver:

Key Accountability or Deliverable	Key Tasks / Activities (How)	Indicators of Success (Quantity, Quality, Cost, Time)
Work Excellence	<ul style="list-style-type: none"><li>• Fully commit to agreed rotations within the graduate programme</li><li>• Assist with project investigation, design and construction</li><li>• Use the wider team resources and your own knowledge to investigate and propose solutions to engineering problems</li><li>• Support and participate in process improvement activities</li></ul>	<ul style="list-style-type: none"><li>• Contribute to a team and organisational culture based on collaboration, innovation, learning and high performance</li><li>• Ensure you understand the line of sight from your role to the company's strategic direction, and that your work performance is aligned</li></ul>
Relationship Management	<ul style="list-style-type: none"><li>• Maintain strong working relationship with managers and mentor</li><li>• Develop and maintain effective relationships with internal and external key stakeholders</li><li>• Maintain functional professional relationships</li></ul>	<ul style="list-style-type: none"><li>• Relationships are in place and support effective delivery of work</li><li>• Appropriate conversations are held with internal and external parties as required</li></ul>
Professional Development	<ul style="list-style-type: none"><li>• Fully commit to on-the-job learning, mentoring, self-directed learning and training courses</li><li>• Take responsibility for your own learning and development needs</li><li>•</li></ul>	<ul style="list-style-type: none"><li>• Commitment to professional career development</li></ul>
Member of Wellington Water	<ul style="list-style-type: none"><li>• Reflect the company's health and safety culture and ensure you are aware of and meet yours and our health and safety obligations</li><li>• Ensure you reflect the company's continuous improvement philosophy in your work and meet the requirements of agreed quality and compliance systems</li></ul>	<ul style="list-style-type: none"><li>• Any health and safety issues are reported and escalated</li><li>• Contribution to team and cross organisational programmes and projects</li></ul>

## Person specification

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• BEng (preferably Environmental or Civil Engineering) or equivalent Washington Accord Degree</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• 0-2 years' post qualification experience</li> <li>• Knowledge of the Resource Management Act and Local Government Act</li> <li>• Civil Engineering Practice and first principles</li> <li>• Analytical skills and able to manage data to inform and make meaningful decisions</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Resource Management Act and district planning procedures</li> <li>• NZS4404 Subdivision Standard</li> <li>• Council Codes of Practice</li> <li>• 3-W Engineering Standards and Specifications</li> </ul>
<b>Skills and Attributes</b>	<ul style="list-style-type: none"> <li>• Good relationship building, negotiation and influencing skills</li> <li>• Solutions-focused and good judgement</li> <li>• Ability to work in a collective and collaborative environment</li> <li>• Good communication skills and customer service ethos</li> <li>• Full, clean driver's licence</li> <li>• Participation in Company activities and initiatives</li> </ul>