



**OUR
CULTURE**

A place that proudly delivers great things

**TECHNICAL OFFICER
Contract
Full Time
Salary Range:
\$81,581 - \$88,213 p/a
including super**

About Us

We are proud of what we achieve for our community and we empower and value our staff by recognising achievements and delivering on our promises. We are respectful, innovative and easy to do business with and we engage our community to inspire progress and build a future. We enjoy what we do!

About the Opportunity

Reporting to the Senior Project Manager Infrastructure Delivery, you will assist with the scoping and delivery of the capital renewal program for Council.

With a strong focus on transport assets (roads, kerbs, paths, bus stops) and capital renewal delivery such as drainage, playgrounds, landscaping and buildings you will prepare scope and budget documentation, arrange design, assess tenders and progress claims, manage contracts and community consultation and assess works to ensure compliance.

You will collaborate with the Assets & Delivery team to develop, establish and deliver allocated projects and provide technical support and direction to contractors and consultants when needed.

This is the perfect role for an experienced Graduate Engineer, Technical Officer or Civil Fieldworker looking to move into Project Management.

This is a fixed term position until 30 June 2024.

The right person will have skills and experience in the following:

- Qualification or experience in a related field
- Project Management qualification or experience and an understanding of project management principles and methodologies
- Management of minor projects
- Proficiency in using Microsoft Office and corporate digital applications
- Contract management including working with external consultants and contractors
- Developing relevant project documentation and an understanding of managing budgets
- Understanding of relevant legislation and standards in this area
- Unencumbered Australian drivers licence

**OUR
VALUES**

ARISE

ACHIEVEMENT RESPECT INNOVATION SIMPLICITY ENGAGEMENT

What we offer:

- Flexible working options
- Career development opportunities
- Health and wellbeing programs
- Attractive and competitive remuneration
- Recognition of achievements
- Vehicle Salary Packaging
- Paid parental and partner leave
- Employee Assistance Program

To enquire and apply

If you would like further information, please contact James Mitchell, Manager Engineering on 8229 9962.

Please review the Position Description at www.holdfastbaycareers.com.au prior to submitting your application.

Email the following to careers@holdfast.sa.gov.au:

- Your Resume
- A cover letter of up to 2 pages, telling us about yourself and how your qualifications, experience and skills relate to this role

Please quote reference no. 21/22 on your application.

Only applicants who address and meet the essential criteria in the Position Description will be considered.

Applications close at 5pm on Sunday, 10 July 2022.

Candidates will be required to undertake DHS Screening and provide evidence of COVID-19 vaccinations.