



POSITION DESCRIPTION

Position Title:	Senior Project Engineer/ Manager
Cluster / Business Unit / Division	ANSTO Maintenance and Engineering (AME)
Section or Unit:	Technical Services
Classification:	Band 7
Job Family:	Engineering and Technical
Position Description Number:	PD-0115
Work Contract Type:	Professional
STEMM/NON-STEMM:	STEMM

POSITION PURPOSE

The primary objective of the Senior Project Engineer / Manager is to lead and manage large projects to deliver engineering products/solutions to meet customer requirements from concept development to manufacturing, testing and commissioning, ensuring conformance to statutory regulations and procedures.

ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

ANSTO Maintenance and Engineering (AME) provides comprehensive project management, professional engineering, technical and safety and reliability services and support for both commercial and research areas of the organisation.

The Senior Project Engineer / Manager reports to the Technical Services Manager within the Technical Services unit of AME. Although the position has no direct reports the role will undertake Project Leadership roles within the unit with a strong focus on the supervision and guidance of project team members including engineers and technical staff. Part of the long term strategy is to be recognised as experts in Nuclear Engineering. AME provides design, analysis and project management services for the more complex jobs requiring professional engineering and specialised technical skills in nuclear and mechanical engineering.

The position's key internal customers are Nuclear Operations (which includes Reactor Operations and Waster Operations), ANSTO Nuclear Medicine (ANM), ANSTO Health, NST including the Centre for Accelerator Excellence (CAE), the Australian Centre for Neutron Scattering (ACNS) to support their on-going business and research, Commercial Products and Services. Also occasional External customers (domestic and international) to provide unique nuclear services.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

The key accountabilities for this position include:

- Deliver project-managed and technically sound engineering services meeting all project and customer requirements, including technical, budgetary, safety, regulatory and quality assurance systems requirements.

- Lead multiple large projects from conception and development of project ideas, undertake scoping and costing, lead multi-disciplinary teams, monitoring and reviewing work, and ensuring work is delivered on time and budget.
- Undertake engineering design analysis, justification of design and safety features and review of engineering work including proposals, concepts, detailed designs, manufacturing, installation and commissioning, operation and maintenance issues.
- Develop international networks to allow for external collaboration and sharing of information.
- Deliver client focused solutions with the ability to influence, negotiate and liaise with senior staff including reporting to Board and CEO. Manage customer relationships and ensure customers are informed of progress of project.
- Utilise judgement and technical experience to undertake technically challenging development and design which require constant learning to keep abreast of technological and statutory changes.
- Coaching and mentoring of staff to develop and train staff including sharing of specialist knowledge. Recognised as a leader within the group.
- Represent ANSTO at international conferences by presenting conference papers, write journal articles and be recognised as an international expert on Nuclear Engineering.
- Undertake risk management, cost and benefits of proposed solutions, seek new solutions, and develop new techniques and methods.
- Undertake additional duties as required and during periods of leave of other staff.
- Fulfil WHS responsibilities as specified in AG-2362 of the ANSTO WHS system.

Decision Making

- The position works within a framework of legislation, policies, professional standards and resource parameters. Within this framework the position has some independence in determining how to achieve objectives of the unit, including deciding on methods and approaches, operations, project planning and allocation of resources.
- The position is fully accountable for the accuracy, integrity and quality of the content of his/her work provided, and is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements under pressure or in the absence of complete information or expert advice.
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

Key Challenges

The major challenges for this position include:

- Seeking innovative solutions to meet customer needs and managing customer expectations and requirements.
- Managing, quality, cost, time and resources for multiple projects and jobs.
- Overseeing the work of others to deliver results to agreed requirements, budget and schedule.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Manager/Executive	<ul style="list-style-type: none"> • Receive guidance and direction • Provide expert, authoritative and evidence based advice • Staff engagement and quality recruitment • Negotiate and report on budgets and resources consistent with strategic plans and goals • Recommend and gain endorsement for plans and goals and other initiatives
Work area team members	<ul style="list-style-type: none"> • Provide expert advice and analysis on a full range of matters • Contribute to group decision making processes, planning and goals

	<ul style="list-style-type: none"> • Collaborate and share accountability • Negotiate and resolve conflicts
Indirect Reports (project team)	<ul style="list-style-type: none"> • Provide leadership, guidance and support • Set performance requirements and manage performance and development (where appropriate) • Engage to monitor trends, performance and progress for projects and evaluate further support which may be required to ensure project delivery
Other departments	<ul style="list-style-type: none"> •
External	
Title, group, committee, industry or business	<ul style="list-style-type: none"> • •
Title, group, committee, industry or business	<ul style="list-style-type: none"> •

POSITION DIMENSIONS

Staff Data	
Reporting Line	<ul style="list-style-type: none"> • Reports to the Technical Services Manager
Direct Reports	<ul style="list-style-type: none"> • Nil
Indirect Reports	<ul style="list-style-type: none"> • May vary depending on the projects and work allocated

Financial Data (2020/2021)	
Revenue / Grants	<ul style="list-style-type: none"> •
Operating Budget	<ul style="list-style-type: none"> •
Staffing Budget	<ul style="list-style-type: none"> •
Capital Budget	<ul style="list-style-type: none"> • As defined by the projects allocated
Assets	<ul style="list-style-type: none"> •

Special / Physical Requirements	
Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required to travel to different ANSTO sites from time to time May be required to travel both internationally and nationally
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Public speaking
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions
Hours:	Willingness to work extended and varied hours based on operational requirements After hours work may be required for short and infrequent periods
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements Obtain and maintain appropriate federal government clearance

Workplace Health & Safety	
Specific role/s as specified in <u>AP-2362</u> of the ANSTO WHS Management System	All Workers Managers / Leaders / Supervisors Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties

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ORGANISATIONAL CHART

This role reports to the Technical Services Manager within ANSTO Maintenance & Engineering. There are no direct reports but indirect reports may be allocated based on the project or work.

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Engineering Degree Qualification acceptable to the Institute of Engineers Australia (usually a mechanical engineering degree or a nuclear engineering degree).
2. Significant experience as a Nuclear Mechanical Engineer.
3. Proven problem solving ability in delivering creative and systematic solutions
4. Demonstrated ability to lead large projects and utilise project management methodologies to deliver quality and fit-for-purpose outcomes.
5. Demonstrated leadership skills.
6. Experience in customer management.
7. Technical skills including computing skills and analytical skills.
8. Business Acumen, ability to think strategically, salesmanship and ability to influence and negotiate.

VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager		Delegated Authority	
Name:	Gerard Breen	Name:	David Filipetto
Title:	Technical Services Manager	Title:	Acting Group Executive AME
Signature:		Signature:	
Date:		Date:	

Appendix 1

ANSTO Job Families
Accounting & Finance
Administration
Communications & Marketing
Compliance & Regulation
Engineering and Technical
Human Resources
ICT & Digital Solutions
Information & Knowledge Management
Legal
Manufacturing
Monitoring & Audit
Operations
Organisational Leadership
Project & Program
Research
Science
Security & Intelligence
Senior Executive
Service Delivery
Strategic Policy
Trades & Labour