

POSITION DESCRIPTION

Position Title:	Senior Mechanical/Process Project Engineer
Cluster / Business Unit / Division	ANSTO Maintenance & Engineering (AME)
Section or Unit:	EP&SP
Classification:	Band 7
Job Family:	Engineering
Position Description Number:	PD-1314
Work Contract Type:	Professional STEMM

STEMM/NON-STEMM:

POSITION PURPOSE

The primary objective of the Senior Mechanical Project Engineer is to utilise specialised engineering judgement, expertise and project management skills to design, develop and deliver engineering products and solutions to meet project objectives and ensure all project and customer technical, manufacturing, testing, commissioning, budgetary, safety, regulatory and quality assurance requirements are met.

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.

The Engineering Delivery and Special Projects Group as a sub-business unit, is dedicated to delivering ANSTO's major capital projects and Engineering outcomes. This Office is aligned with the major customer portfolios, including:

- Nuclear Science and Technology, Site Development and Enablers
- Nuclear Operations
- Nuclear Health & Medicine
- Decommissioning

This position holder is an expert in planning, stakeholder management and delivery of Engineering services. The position has a number of direct and indirect reports and provides leadership, supervision and guidance to a number of project teams which will include Engineers, Project Managers, Technical staff, Construction Supervisors, Consultants and Contractors.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Manage multiple project aspects from conception and development of project ideas, undertake scoping and costing, and team supervision ensuring work is delivered on time and budget;
- Responsible for the specification, design, acquisition of equipment and systems;
- 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;

- Deliver client focused solutions with the ability to influence, negotiate and liaise with the client representatives, operational and senior staff;
- Manage customer relationships and ensure customers are informed of progress of projects including preparing and presenting reports and proposals;
- Utilise judgement and technical experience to undertake technically challenging development and design which require constant learning to keep abreast of technological and statutory changes;
- Undertake research and development and contribute to improvements in engineering by conceptualising and creating new and one off innovative product solutions for clients;
- Undertake risk management, consider cost and benefits of proposed solutions, seek new solutions, and develop new techniques and methods;
- Oversee the development of all documentation required to support, design reviews, safety assessments, manufacturing and quality control, installation, commissioning, training, operation and maintenance activities;
- Lead, mentor and develop professional, technical and/or drafting staff with the aim of narrowing team skills gaps and empowering team members;
- Develop international networks to allow for external collaboration and sharing of information;
- Fulfil WHS responsibilities as specified in AG-2362 of the ANSTO WHS system.
- Undertake additional duties as required and during period of leave of other staff.

Decision Making

- The position works within a framework of legislation, policies, professional standards and resource parameters. Within this framework the position has independence in determining how to achieve objectives of the unit, including deciding on methods and approaches, operations, project planning and allocation of resources.
- The ANSTO values, organisational corporate plan, business plan, operational excellence program, the AME strategy & operational objectives provide the context for the position.
- The position is fully accountable for the accuracy, integrity and quality of the content of advice provided to manage AME projects, and is required to deliver decisions that 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.
- Determine key work priorities within the context of agreed work plans and will consult with the GM – ED&SP on complex, sensitive and major issues that have a significant impact on the department.
- 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).
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Key Challenges

- Ensure stringent GMP and nuclear design, environmental, safety and regulatory requirements are satisfied and met;
- Utilise good communication skills and adapt to a demanding GMP manufacturing and scientific environment;
- Assessment and integration of process equipment to comply with the operational and processing requirements of the client;
- Develop and maintain the necessary infrastructure for safe and reliable operation of the new equipment and integration of newly sourced or manufactured equipment with existing infrastructure, equipment and systems;
- Assisting with commissioning and calibration of new equipment and systems; and
- Train end users in the use and operation of equipment.

- Establish and effectively manage client relationships.
- Seeking innovative solutions to meet customer needs.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Manager/Executive	<ul style="list-style-type: none"> • Purpose • 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"> • Purpose • Provide expert advice and analysis on a full range of matters • Contribute to group decision making processes, planning and goals • Collaborate and share accountability • Negotiate and resolve conflicts
Direct Reports	<ul style="list-style-type: none"> • Purpose • Provide leadership, guidance and support • Set performance requirements and manage performance and development • Engage to monitor trends, performance and progress against the strategic plan and evaluate further support which may be required to ensure delivery against the plan
Other departments (name)	<ul style="list-style-type: none"> • Finance • WHS • Quality Department • Communications & Government
External	
Regulatory	<ul style="list-style-type: none"> • Regulators
Government	<ul style="list-style-type: none"> • Government representatives
Engineering Consultancy	<ul style="list-style-type: none"> • Build rapport

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Portfolio Manager
Direct Reports	6 x Project Managers 6 x Project Engineers
Indirect Reports	Sub-division ~20
Financial Data (2021/2022)	
Revenue / Grants	
Operating Budget	
Staffing Budget	

Capital Budget
Assets

Special / Physical Requirements

Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Labour intensive physical requirements (sitting, standing, frequent manual handling) Standing for long periods Frequent movements (climbing, stooping, kneeling, crouching, crawling) Working in a loud environment Public speaking Industrial facility physical requirements (lifting, standing for long periods, operating machinery, equipment and manipulators) Wearing personal protective equipment for the handling of hazardous and/or radioactive materials Working in confined space environment including wearing respiratory equipment
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions Perform duties in an area where radioactive materials are handled under tightly controlled safety conditions Perform duties with and in an area where hazardous chemicals or materials are handled under tightly controlled safety conditions
Hours:	Willingness to work extended and varied hours based on operational requirements Shift work After hours work will be required on a regular basis After hours work may be required for short and infrequent periods Required to participate on an on-call roster 24x7x365
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 Officer (definitions found in appendix A of AP-2362) Group Executive / General Manager 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

As per published org chart.

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Relevant Mechanical or Chemical/Process Engineering degree (or equivalent relevant qualification and experience acceptable to the Institute of Engineers Australia).
2. Significant experience as a project engineer including prior experience delivering engineering solutions for an industrial, manufacturing or nuclear facility.
3. Significant experience in the design, specification, procurement, assembly, testing, installation and commissioning of designs in a regulated GMP and nuclear environment.
4. Significant knowledge of the production of radio-isotopes and the design of equipment utilised in the production process.
5. Proven problem-solving ability in delivering creative and systematic solutions.
6. Demonstrated ability to manage large projects and utilise project and systems engineering management methodologies to deliver quality and fit-for-purpose outcomes.
7. Demonstrated experience as a senior member of a team.
8. Demonstrated experience in leading a multidiscipline team of professional, technical, drafting and trade staff.
9. Experience in customer management.
10. Technical skills including computing skills and analytical skills.
11. Business acumen, ability to think strategically 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 is the direct manager of the position. Delegated authority is the most appropriate senior manager within the Business Area (General Manager or Head, in the absence of these roles within the structure, it must escalate to the Group Executive).

Line Manager		Delegated Authority	
Name:	Kevin Sherlock	Name:	Con Lyras
Title:	Portfolio Manager Nuclear Medicine	Title:	Chief Engineer
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