

JOB DESCRIPTION

POSITION: Structural Engineer - Graduate

LOCATION: Auckland

REPORTS TO: Structural Engineer – Team Lead

DIRECT REPORTS: None

FUNCTIONAL RELATIONSHIPS:

Internal - Directors, Blue Barn Team, Office Administration.

External - Clients, Contractors, Local Body Authorities, Subconsultants.

PURPOSE OF THE POSITION:

To provide quality engineering consultancy services to clients in response to their requirements and to foster and develop relationships so that clients wish to continue to use our services.

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

RESPONSIBILITIES:

Technical

1. Apply Blue Barn Quality Assurance processes and standards as directed.
2. Liaise with other sections of the consultancy business to provide a consistent total service to clients.
3. Contribute on an on-going basis toward maintaining a safe working environment both for self and for those working alongside or in the close vicinity.
4. Perform construction monitoring inspections to ensure works being undertaken on site is being completed in accordance with the Engineer's design and PS1. Compile findings and produce a construction monitoring report of observations from site inspection.
5. Produce design calculations for new buildings.
6. Perform Seismic Assessments on existing buildings to the NZSEE guidelines.
7. Review and compile plans and specification in preparation for application to the Council for Building Consent.
8. Plan and organise engineering tasks, coordinate and control activities including those of other groups to achieve technical quality, budget, programme, and client satisfaction suitable for Graduate-level skills.

Project Management

1. Assist the Project Manager to ensure that all deliverables meet client's key objectives.
2. Assist in the preparation of project briefs, fee estimates and project plans for the group.
3. Liaise with Auckland clients, including Project Managers, Contractors and other Consultants regarding jobs that are currently either in proposal stage, design stage, or in construction. This may include attending meetings.
4. Regularly communicate with, and seek feedback from, clients and project teams, reflecting on the performance of one's self and the team and apply learning and improvement principles.
5. Ensure that personal contributions to projects are managed to meet time allocated, target completion and required standards.

6. Manage projects by tracking progress and manage financial aspects of the projects in Auckland ensuring deadlines are met and invoices are issued correctly. This includes liaising with the financial administration team based in Auckland.

People Leadership

1. Assist in living up to Blue Barn values through your own actions and behaviours.
2. Assist in providing an environment in which there is a simple and effective means of ensuring staff achieve a high level of job satisfaction.
3. The characteristics required to achieve the appropriate standards will include emotional intelligence, integrity, consistency, trust, and a degree of determination.

Other

1. To carry out all other tasks as may be reasonably required from time to time.

PERSON PROFILE:

Attributes

1. Achieve improved standards through emotional intelligence, integrity, consistency, trust, and a degree of determination.
2. Commercially driven with a strong business acumen
3. Strong analytical and solution focused.
4. Strong focus on contributing to a high standard of employee experience.
5. Ability to work calmly under pressure.
6. Exceptionally well organised and detail focused.

Experience

1. Relevant Bachelor's degree or higher.
2. 1-2 years' experience in similar role.
3. Knowledge around analysing and evaluating designs of properties of all types of structures, test the behaviour and durability of materials used in their construction and their designs.
4. Knowledge around determining construction methods, materials, and quality standards, and drafting, interpreting, and evaluating specifications, drawings, plans, construction methods and procedures.