

Site Engineer Capital Projects and Asset Development

About us:

The Wellington Metro Upgrade Programme (WMUP) is a coordinated programme of investment packages to upgrade the Wellington Metropolitan Rail Network. The works are being funded by Waka Kotahi NZ Transport Agency (NZTA), Ministry of Transport (MOT) and Greater Wellington Regional Council (GWRC).

Each year, over 14 million passenger journeys are taken on the Wellington Metropolitan Rail Network. This figure is expected to climb as Wellington's population increases. Peak passenger journeys are on the rise, averaging an annual 5.5% increase over the past five years.

KiwiRail and the Greater Wellington Regional Council (through its customer-facing brand Metlink) are working together on the strategically important WMUP.

WMUP's mission statement is "*Modernise the Wellington rail infrastructure into a safer, more reliable, sustainable, and growth-enabled network for the benefit of our communities, stakeholders, and KiwiRail*".

More specifically, WMUP has two key objectives – renewing network infrastructure for existing services to run as smoothly and safely as possible, and upgrading the network so that more people can travel on trains in the future.

Your role:

The Site Engineer provides the on-site technical expertise required to contribute to the successful and safe delivery and handover of the infrastructure assets scoped in the work packages assigned to them.

Responsibilities include providing input into delivery planning and executing works safely in line with plans, designs, contracts and quality requirements, solving delivery/site issues, monitoring and reporting progress and taking personal responsibility for their assigned works.

Health and Safety is an important part of how KiwiRail operates. You will be a safety leader and will be expected to "walk the safety talk".

Dimensions:

Reports to: Senior Project Manager
Responsible for: No staff

Location: Wellington
Budget: None

Internal

Contacts: CPAD



Network Services Wellington Metro
Engineering Services
KiwiRail Freight and Network Authorities
Other as required to deliver works

External Contacts: Designers
Contractors
Suppliers
Greater Wellington Regional Council
Transdev
NZTA

Key Accountabilities

Programme Delivery

- Take responsibility for thoroughly understanding the agreed design including the operational requirements, technical standards, regulatory requirements, and outcomes expected for all build work assigned.
- Provide site technical expertise input into the development of accurate and achievable detailed plans, contracts and schedules for the construction, completion and handover stages of assigned projects or work packages – contributing to the realisation of project targets.
- Support the preparation of sites for build such as overseeing the arrival and storing of all required equipment, materials and related resources.
- Support Senior Project Engineers and Project Engineers to actively manage the quality of all work undertaken - all deliverables comply with the agreed design and meet or exceed quality standards.
- Support the Senior Project Engineers and Project Engineers to ensure the project schedule is achieved – all activities undertaken as required.
- Supervise and monitor construction activities in accordance with construction design/drawings, standards, safety requirements and contracts. Coordinate any additional external construction monitoring or inspections required.
- Supervise and monitor the completion of all construction work and the closure of the worksite in line with operational requirements, and support Operations in taking over responsibility for all assets.
- Actively identify, resolve or escalate site based risks and issues in line with programme control disciplines and delegations.
- Provide regular reporting and attend project review meetings as required
- Contribute to project documentation as required such as detailed project schedules, variances, risk registers, incident reports.
- Contribute to the financial management of assigned work as required.
- Keep an accurate, up to date and accessible record of all work assigned in line with document and information management policies and procedures.
- Where required assist in updating BIM models and supporting WMUP digital engineering team to ensure onsite progress is accurately captured.



Capability Building

- Take personal responsibility for own development and delivering high quality deliverables.
- Proactively guide and support on site personnel to enable a safe and successful delivery.
- Actively contribute to programme/project improvement initiatives through continually looking for opportunities to improve the success of the programme and actively championing change.

Zero Harm

- Responsible for complying with all rail safety system standards, procedures and statutory requirements within your area of responsibility.
- Responsible for your own safety and that of other rail employees, contractors and visitors within your work environment.
- Responsible for the identification, reporting and initial control of any safety or environmental hazard identified within your area to your immediate manager.
- Adhere to KiwiRail's health and safety requirements and take responsible for maintaining a proactive approach regarding both personal wellbeing as well as that of fellow employees, associated client personnel, sub-contractors and members of the public.
- Report all accidents and incidents to your immediate supervisor within one hour.



Person Profile

Essential:

- Demonstrated ability working effectively and collaboratively in team environments.
- Bring fresh thinking and demonstrate drive for continuous improvement and innovation.
- Ability to gather and assimilate information, analyse problems logically, think laterally in the development of solutions and make good decisions.
- Well-developed communication skills, both written and verbal.
- Sound task and workload management, ensuring quality, value and timeliness of all work undertaken.
- Open to change and demonstrates situational awareness and adaptability in different environments/situations.
- Technical proficiency and demonstrated knowledge of the relevant discipline
- Ability to see the “big picture” and continue working steadily towards this, despite short term distractions, and without losing attention to detail and accuracy
- Ability to work effectively, with supervision, in an ambiguous and changing environment over prolonged periods
- Ability to fit into a programme culture that is based on a constructive team effort towards solutions and achievement of the overall objective. This includes accepting suppliers and contractors as team members sharing this objective.
- Ability to handle being in the “spot light”, due to the public interest in the success of these projects.
- Able to deal calmly and professionally with stressful situations and “difficult people” and resolving this without compromising KiwiRail’s position
- Ability to make safe and efficient decisions quickly under pressure.
- Having drive and enthusiasm and the ability to positively inspire these in others
- Flexible; able and willing to turn self to any and all necessary project duties on site.
- Available and able to work nights, weekends and holidays in line with project needs.
- Able to transport self to and from “book on” location of project.
- Sufficiently fit and healthy to deliver required site and rail corridor work.
- Takes responsibility for keeping up to date with best practice and industry standards
- Takes personal ownership of development
- Accepts accountability for own work and deliverables

Desirable:

- Relevant engineering experience in railway or general construction industry.
- Good level of numeracy and analysis (financial)
- Experience with basic project planning and management tools.
- Experience with supervision or mentoring of less experienced Site Engineering staff



Education:

Essential:	Desirable:
<ul style="list-style-type: none">Recent Tertiary Qualification in Civil , Mechanical or Electrical Engineering, with 0-2 years' experience.	<ul style="list-style-type: none">Tertiary Qualification in Engineering with more than two years' experienceProject Management qualificationsQualified member of a Professional Engineering Organisation

