



Asset Engineer

Permanent Full-Time

Work from Home

\$60 per hour + allowances + super

About Us

At SHEPHERD we believe our purpose is to use our expertise, systems and specialised asset management tools to make a positive impact on our clients throughout Australia. We offer integrated and specialist products and services across seven key areas including Asset Management Services, GIS, Road Asset Condition Assessment (RACAS), Valuations, Roads Maintenance Management Systems, Project Management Services (Civil), and Flood Restoration.

About the Role

The Asset Engineer provides SHEPHERD with capability to provide practical engineering advice to our clients. Working within the Assets team the Asset Engineer uses their technical expertise and practical experience to support value adding outcomes for SHEPHERD clients by balancing accounting, engineering and asset management perspectives.

About You

To contribute to SHEPHERD's values of Respect, Teamwork, Positivity, Excellence, Innovation and Work Life Balance, you will demonstrate the following skills and qualities for the role:

- Demonstrated experience and exceptional communication skills through all forms – Face to Face, Phone, Email, MS Teams.
- Demonstrated experience and highly skilled with MS Office software – Word, Excel, Outlook, PowerPoint, SharePoint, Access.
- Bachelor Level tertiary qualification in Engineering.
- Minimum 5 years' experience in Asset Management/ Engineering.
- Knowledge and experience using industry guidelines and tools such as NAMS+
- Demonstrated experience in the development and maintenance of practical asset data.
- Demonstrated experience working in a diverse and multidisciplinary team.
- Valid class C drivers' license.



The Benefits

We are a company that is fast growing and have a great team culture.

SHEPHERD is offering an attractive remuneration package, along with the following benefits:

- Mobile phone allowance
- Home office allowance
- We will work with the successful applicant for flexible working hours, so you choose where you work best, subject to meeting business needs.
- When required to travel, SHEPHERD will make the suitable arrangements and cover the associated costs.

Apply Here

All applications must be submitted by clicking the 'Apply' button on Seek – [Asset Engineer](#) and following the prompts.

Applications close 17th May 2024. Only shortlisted candidates will be contacted.

If you would like a copy of the Full Position Description and Candidate Information Package, please email recruitment@shepherdservices.com.au

Position Description

Position Title:	Asset Engineer
Section:	Asset and Road Management
Reporting To:	Manager - Asset Projects
Basis of Employment:	Full Time/Part Time

Role Overview

The Asset Engineer provides SHEPHERD with capability to provide practical engineering advice to our clients. Working within the Assets team the Asset Engineer uses their technical expertise and practical experience to support value adding outcomes for SHEPHERD clients by balancing accounting, engineering and asset management perspectives.

Role Outcomes

- Projects have high levels of engineering input to ensure results and recommendations are practical and sound from an engineering perspective.
- Industry tools and guidelines are used to inform and develop solutions for clients.
- Projects are managed methodically and in a way that minimises risk, maintains productivity and achieves a quality result.

Key Accountabilities

- Manage multiple projects to meet the demands of competing projects and internal customers and external customers.
- High quality asset revaluations and Asset Management Plans are developed using SHEPHERD's systems.
- Development of practical solutions to asset management problems including incorporation of community and organisational (people) based solutions that compliment a data driven approach.
- Works programs balance financial constraints, local priorities, risk and SHEPHERD's extensive benchmarking data to support logical and practical outcomes.
- Asset renewal treatments are selected based on a practical assessment and analysis of cost and risk from a network perspective.
- Industry recognised tools such as NAMS+ are used and adapted to suit the specific needs of the project.
- GIS based technologies are leveraged to support data driven outcomes and support greater understanding of data by the client.



- Undertake field-based condition assessment of assets using a variety of assessment methods.
- Clear guidance and support is provided to the SHEPHERD team on projects to ensure an efficient and high-quality outcome.

Behavioural Competencies

- Ability to work autonomously in own home office remotely via online connectivity.
- Ability to travel to Clients as and when required by the project demands.
- Actively involved in industry events, conferences, local workshops to be visibly seen by clients and engaged with industry directions.
- Actively demonstrates SHEPHERD's Values in all work and interactions.
- Prioritises projects and tasks efficiently, in line with team commitments.
- Challenges the status quo by asking questions to bridge information gaps and clearly define new opportunities.
- Uses data and leverages technology to achieve greater efficiencies.
- Shares and seeks creative ideas, suggestions and data to inform the delivery of services.
- Actively participates in the design of new solutions and new ways of working.
- Demonstrates flexibility to changing expectations by proactively adapting own approach to reflect new requirements.
- Gains insight into issues by analysing the available information in a critical manner.
- Accepts decision making responsibility and demonstrates judgement about when to escalate issues.
- Leverages own strengths and acts as a mentor, role model and sounding board for others.
- Actively participates in team development opportunities, such as lessons learned conversations.
- Communicates in a clear, succinct and deliberate manner, adjusting the message so that it resonates with different stakeholders.
- Supports others by providing timely information within own area of expertise in an articulate and non-technical manner.
- Listens attentively and proactively seeks to understand others' needs by asking questions and clarifying.
- Builds rapport and establishes strong and mutually beneficial connections.
- Welcomes challenges in the delivery of work and demonstrates persistence in working through obstacles.
- Demonstrates careful planning and organisation to achieve results.
- Demonstrates personal responsibility for the health, safety and wellbeing of self and others.
- Takes personal accountability for learning, and eagerly pursues new knowledge and experiences.



- Demonstrates respect and appreciation for legislation and policy frameworks by consistently operating to key standards.
- Evaluates possible solutions and takes appropriate steps to mitigate risks.

Essential Knowledge/Skills/Qualifications/Experience

- Demonstrated experience and exceptional communication skills through all forms – Face to Face, Phone, Email, MS Teams.
- Demonstrated experience and highly skilled with MS Office software – Word, Excel, Outlook, PowerPoint, SharePoint, Access.
- Bachelor Level tertiary qualification in Engineering.
- Minimum 5 years' experience in Asset Management/ Engineering.
- Knowledge and experience using industry guidelines and tools such as NAMS+
- Demonstrated experience in the development and maintenance of practical asset data.
- Demonstrated experience working in a diverse and multidisciplinary team.
- Valid class C drivers' license.

Desirable Knowledge/Skills/Qualifications/Experience (OPTIONAL)

- Experience in the development of pavement renewal plans and the selection of cost/effective and practical pavement renewal/rehab treatments.
- Ability to become a Registered Professional Engineer.
- Demonstrated experience with GIS.



Schedule 1 – Specific Duties

Planning & Scheduling:

- Ensure that projects are on schedule by setting timelines, allocating resources, coordinating with other departments, and coordinating tasks.
- Ensure Clients are kept informed of agreed project delivery dates and progress.

Human Resource Management:

- Assist management with employment of staff and onboarding training and mentoring.
- Promote participation in SHEPHERD policy, systems and values with others.

Quality Control:

- Ensure all work is completed to the appropriate standards and specifications.
- Monitor activities to ensure quality compliance.
- Assist in the development and improvement of work methodologies and standard work procedures to ensure quality compliance.
- Understanding of ISO9001 quality management systems.

Safety and Compliance:

- Enforce safety protocols and procedures to minimise incidents and ensure a safe working environment.
- Participate in safety and always contribute to discussions and meeting regarding safety.
- Understanding of ISO45001 occupational health and safety management systems.

Teamwork and Training:

- Promote teamwork and work positively within the team to deliver projects as efficiently as possible.
- Provide training, feedback, and guidance to others, ensuring they have the skills and knowledge to perform their jobs effectively.

Reporting and Documentation:

- Utilise the existing systems and documentation standards to deliver projects to the client.
- Document any changes to the original agreed project scope or prestart meeting instructions and provide to the client to ensure expectations are delivered.



Budgeting and Cost Control:

- In Prowork Flow, Monitor the allocated times that have been tendered to the client. If the times are tracking to be inflated, discuss with Manager and make plans to seek variation from client or make agreement to control tracked time.
- Ensure travel and material expenses and costs are within what has been tendered to the client.
- Seek Manager approval for purchases beyond normal project related costs.

Travel:

- Be willing to travel regularly and attend Client meetings, conferences, workshops and demonstrate in person and present the products and services of SHEPHERD.
- Deliver project reports and presentations as often as required over video call and where possible deliver final reports in person.
- When travelling to clients try to meet with other clients or potential clients within the same locational area.

Problem-solving and Decision-making:

- Address unexpected challenges or delays, such as auditor enquiry, device malfunction, or client scope creep.
- Make crucial decisions on the spot, considering both immediate and long-term implications.

Technical Understanding:

- Have a deep knowledge of local government road planning, design, construction, renewal and maintenance operations.
- Have an understanding of asset management, condition assessment, renewal and maintenance programming, geographical information systems and asset valuations all from a local government perspective.
- Knowledge and experience using industry guidelines and tools such as NAMS+

Information and Communication Technology:

- Demonstrated experience and exceptional communication skills through all forms – Face to Face, Phone, Email, MS Teams.
- Demonstrated experience and highly skilled with MS Office software – Word, Excel, Outlook, PowerPoint, SharePoint, Access.
- Have a strong reliable home internet connection to facilitate all work for SHEPHERD within an ergonomic home office.
- Competent in the use of local government enterprise systems and geographical information systems (GIS) and knowledge of the techniques that can assist asset register development, maintenance, connectivity to other platforms and analysis and reporting.
- Demonstrated experience and highly skilled with various Mobile Applications. Ability to download and utilise condition inspection apps, GIS apps and communication apps.



- Be a leader of technology change and assist in the improvement of SHEPHERD systems to make products and services more efficient for staff and clients.

SHEPHERD Ambassador:

- Thorough understanding of SHEPHERD products and services.
- Lead and promote SHEPHERD values and services.
- Be willing to travel regularly and attend Client meetings, conferences, workshops and demonstrate in person and present the products and services of SHEPHERD.
- Network with other professionals such as asset managers, engineers, and municipal authorities.

