

Position	Projects and Planning Engineer [WSBU]
Role Summary	Assist with the inhouse investigation and deliver of all capital and operational projects and the management of the water supply and wastewater asset planning process to enable effective decision making and long term planning.
Reporting Relationships	Reports directly to the Projects and Planning Manager of the Water & Sewerage Business Unit.
Duties and Responsibilities	<p><i>Projects Management</i></p> <ul style="list-style-type: none"> • To assist the Projects and Planning Manager to provide an in-house investigation, design, and project management service to ensure timely delivery of projects within budget. • Prepare or assist with contract and tender documents and manage the tender and construction processes . • Administration of the agreed projects, including preparing project plans, arranging meetings, preparing reports, presenting information, and implementing decisions. • Assist with the development of systems, policies, and procedures for tracking program data. <p><i>Asset Planning</i></p> <ul style="list-style-type: none"> • Assist in the development and implementation of the water business unit asset management policy and strategy • Assist in the development, implementation , and management of water and wastewater long term asset management plans and programs, inclusive of regulatory reporting. • Assist in the Development, implementation and utilization of asset management systems, Geographic Information Systems (GIS) and other computer operating systems and software in support of improving the planning and operations and maintenance, of existing and future infrastructure. • Understand, develop, and follow processes and procedures to collect relevant information for decision-making in capital planning for asset management, new assets and asset renewal or asset replacement. • Where required coordinate with the Projects and Planning Directorate in all planning and project related tasks for all capital projects for the WSBU . • Assist in the Preparation and management of budgets for areas within the unit responsibility • Assist with the Preparation and generation of documentation to support performance indicator development and reporting • Assist with assembling and training work team(s) to support field work associated with data gathering and acquisition • Establish and maintain relationships with internal/external stakeholders.

	<ul style="list-style-type: none"> • Identify and implement process improvements, staff training needs, and new technology • Stay current with industry trends by participating in educational opportunities, professional organizations, and conferences • Follow security and safety policies and procedures in carrying out work duties • Prepare and present status reports to management as needed.
Requirements and Qualifications	<ul style="list-style-type: none"> • Bachelor’s degree in related technical field such as Engineering, Environmental science, Asset Management is required • Project Management experience is desired • Five (5) plus years of advanced experience in the utility sector
Competences	
Competency	Detail
Strategy Development	Understands the requirements of developing and changing Water & Sewerage Industry and contributes proactively and objectively to corporate strategy development
Business Planning	Coordinates our resources to best effect.
Leadership and Management	Inspires WSBU Asset Management team and wider WSBU teams by leading by example and supporting Corporate change initiatives.
Professional Knowledge	Maintains constant self-improvement by staying up to date with developments in the Engineering, Asset Management and Project Management field and ensures peers are similarly developed.
Results and Performance	Accepts responsibility and is accountable for actions. The ability to drive for achieving and surpassing targets and achieves this by Business Plan monitoring .
Policies and Procedures	Understands the importance of sound asset management and project management principles and is constantly pursuing initiatives for continuous improvement.
Systems	The ability and drive to harness information technology to assist in better delivery of our asset functions .
Financial Acumen	Capacity to identify cost effective approaches while applying a broad understanding of financial management principles to set priorities.
Asset Information	Understanding of organisational need for timely and accurate management information and delivers it.
Staff Development	Grasps the strategic force of a well trained and developed workforce and their potential to develop the WBU and Company vision. Works proactively with others.
Analytical Skills	The ability to visualise, articulate and solve both complex and uncomplicated problems and make informed decisions that add value based on all available information.
Product Knowledge	Understanding of water and wastewater systems and the need to ensure assets are operable at all times to deliver customer expectations.
Stakeholder Management	Is sensitive to the importance of stakeholders, their identification and development of appropriate responses. Views actions and services through our customers eyes.

How to Apply. Please send an e-mail to msise@azorom.com expressing your interest and indicating the position you are interested in along with a brief resume. Your resume should be no more than 2X A4 pages and

should include basic information including Name, contact details , Address, Date of Birth, Education and Qualifications along with a brief listing of your employment to date. Please do not send certificates at this time. Dateline for submission of application is **4th July 2022**.