



SHAPING AN  
AWESOME  
HAMILTON

# THREE WATERS COMMISSIONING ENGINEER

## INFRASTRUCTURE AND ASSETS

### WHY WE ARE HERE

**To improve the well-being of Hamiltonians, we need to become the leading community-focused Council, so Hamilton's full potential can be unlocked – making it the best place to live.**

The following values - adaptability, simplicity, inclusiveness, guardianship, and ambition are what make our thinking and mindset unique to Hamilton, so we need people on our team who understand that this value-driven thinking and mindset is the foundation of their performance.

Our people are at the heart of everything we do.

### WHY THIS ROLE EXISTS

The purpose of the Three Waters Commissioning Engineer role is to ensure the construction of new assets are fit for purpose.



## WHAT YOU WILL DO

Reporting to the Head of Activity Management and Risk, the Three Waters Commissioning Engineer is responsible and accountable for ensuring the smooth transition of construction projects between project delivery teams and operations.

As the Three Waters Commissioning Engineer, you will oversee the installation of new assets, equipment, systems and processes to ensure they function correctly and deliver the expected results. This includes:

- Assistance with the development of and approval of commissioning plans.
- Development of testing plans, training programmes, handover documentation and operations and maintenance process documentation.
- Working with project delivery and operations teams to carry out commissioning tests.
- Analysing, identifying and supporting the resolution of commissioning defects.
- Preparation and maintenance of commissioning records of site observations, testing processes and checklists.
- Reviewing process documentation and co-ordination for the integration of new or modified operational processes and procedures.

Unit	Three Waters
Direct Reports	0
Indirect Reports	0
Delegation	\$10,000
Budget Responsibility	No
Present Council Reports	No
Date of Position	November 2024

## KEY OUTCOMES

Some of the **key outcomes** for this role include:

- Best practice asset commissioning processes and frameworks are established and utilised.
- Assurance of testing and commissioning activities that have been undertaken in accordance with relevant standards, regulations and industry best practices.

- Input provided into project management, engineering, and construction activities to ensure commissioning and operational requirements are incorporated into project activities, including review of project designs and construction to ensure plant operability and operating personnel safety.
- Commissioning of new assets is coordinated to ensure new assets meet design intent and that they can be operated efficiently and effectively.
- Ensure training plans and handover documentation is developed for operational and maintenance personnel in relation to new assets.
- Process documentation is developed and new or modified operational processes and procedures are integrated with existing quality documents.
- Technical support is provided for project teams and operational and maintenance teams to troubleshoot potential obstacles and provide guidance for decision making.
- Review processes are undertaken regularly to identify improvements to project delivery and commissioning processes.

## HOW YOU WILL DO THIS

Our team culture is critical to our success. It's vital everyone who joins our team is an ambassador for our values, so together we can drive the best possible outcomes for our community.

- **Adaptability - Kia urutau**  
Anticipate, adjust and innovate.
- **Simplicity - Kia ngaawari**  
Make it easier.
- **Inclusiveness - Kotahitanga**  
Everyone matters.
- **Guardianship - Kaitiakitanga**  
Champion Hamilton's long-term interests.
- **Ambition - Kia manawanui**  
Courage to reach further.

## YOUR MINDSET, SKILLS KNOWLEDGE AND EXPERIENCE

You actively work at being the 'best version of you' and your mindset and behaviours have a positive impact on others.

## YOU BRING TO THE ROLE

- Tertiary qualification in Engineering or equivalent

- CPEng (preferred)
- At least 10 + years' experience in the waters industry in an operational context.
- Proven experience in project delivery and with the commissioning of industrial processes and in particular with water, wastewater and stormwater networks.
- A sound expert technical knowledge of three waters civil and mechanical engineering in a complex production environment.
- Expert knowledge of technical engineering standards.
- Analytical skills for evaluating information carefully and solving complex problems
- Advanced communication skills, including writing clear and concise reports, and making effective oral and visual presentations.
- Works successfully as part of a team, being flexible between being a team member and coordinating teams with an ability to work collaboratively with others.
- Commercial Awareness.
- Detail-oriented with the ability to catch minor errors which can result in major problems
- Organizational skills for keeping track of various commissioning plans.
- Robust knowledge of health and safety processes in physical work environments.
- Influencing skills, able to encourage others behaviour and outcomes to support organisations goals.

## HEALTH AND SAFETY

- All of our people have a responsibility for their own and others health and safety. This includes following all health and safety policies and procedures, including reporting events and hazards, and participating in health, safety and wellbeing initiatives and programmes as required.

## CIVIL DEFENCE

- Completes Civil Defence training and participates in events as required.