



POSITION DESCRIPTION

Position title: Senior Structural Engineer

Reports to: Structures Team Leader

Organisational Overview

BRANZ is an independent and impartial research, testing, and consulting company focussed on inspiring the industry to provide better buildings for New Zealanders.

Our main areas of activities are:

- Industry-good research and knowledge dissemination – applying our industry-leading expertise to transform insightful research into accessible, actionable knowledge
- Consultancy services – developing enduring relationships with clients to help them achieve their goals
- Research investment – ensuring the greatest benefits possible are realised from the Building Research Levy.

More information on BRANZ can be found on our website at www.branz.co.nz.

Purpose of the position

The purpose of this position is to undertake senior level structural testing and consultancy work and to develop enduring relationships with clients to help them achieve benefits over the long term. This role is involved in all aspects of structural advice, structural testing, and delivery of test reports including associated opinions, to generate fee income for BRANZ. In association with other expertise within BRANZ advice can extend to also include in-situ building assessments, settlement, fire, materials, moisture, acoustic and other parameters relevant to buildings. As a Senior Engineer, the role provides leadership and mentoring to other Engineers and Technicians.

KEY RESULT AREAS

Undertake structural advice, testing and reporting services for BRANZ clients

The role will undertake Structural projects through the BRANZ process from initial client contact to delivery of completed output and project close. The role undertakes testing, data analysis, and reporting for tests, assessments, and client correspondence. Key activities include:

- Provide expert, professional advice to external clients and to others in BRANZ including the Assurance Services Team.
- Promote the capabilities of BRANZ, particularly in relation to structural capabilities and contribute to BRANZ forums and publications such as the BUILD magazine and bulletins.
- Plan structural tests and manage testing in line with the relevant test Standard and the BRANZ Quality System including Health & Safety requirements.
- Provide input into the preparation of the test schedule – ensuring that bookings are made with regard to existing forward test bookings before commitments to customers are finalised.
- Prepare structural reports and assessments, have them peer reviewed, finalise and send them out in accordance with BRANZ Ltd quality requirements and the timetables agreed with the client.
- Peer review reports and opinions prepared by other Structural Engineers.

Undertake client engagement and related consultancy services for BRANZ clients

The role will liaise with national and international customers on a regular basis, ensuring they are kept informed of the status of work undertaken on their behalf and responding promptly to their requests for assistance. Key activities will include:

- Proactive contacts with potential clients.
- Understand and clarify client requirements and systems prior to undertaking work. Inform clients on any testing and relevant Building Code compliance requirements.
- Ensure all activities are compliant with BRANZ's risk management and insurance framework including Professional Indemnity cover.
- Effective, efficient and timely communication keeping clients informed, and internally to ensure laboratory deadlines are met to maintain the test schedule.
- Clarify client understanding of analysis completed and results. Explain results and clarify client understanding of how to apply knowledge.
- Collaborate with colleagues and seek input from the team to provide professional outputs.

The role as a member of the Structural Testing Team within BRANZ Consultancy Services

- To manage projects efficiently and within budget to maximise their value to BRANZ Ltd and achieve required income and net profit levels.
- To achieve an annual fee income target set by the line manager following consultation at the start of each financial year.
- To supply the Structural Testing Team Leader with information for monthly progress reporting and forward workload projections.
- Manage contractors and sub-consultants as required.
- To contribute material to BRANZ Annual Review, Research Programme of Work, and publications when required.
- Work collaboratively and openly, sharing ideas and providing constructive critique.
- Participate in inter-team work when required.
- Promote the wider BRANZ.
- To actively practice and promote sound H&S in the workplace, to follow and contribute to the continuous improvement of the BRANZ H&S policy and procedures.

GENERAL ACCOUNTABILITIES

To contribute to the success of BRANZ by:

- Providing input into BRANZ's operational planning and delivery.
- Understanding and complying with all BRANZ policies and procedures including the Code of Conduct.
- Working in active collaboration in sharing information, pworking across area boundaries and making best use of BRANZ resources in the interests of the company as a whole.
- Ensuring high-quality outputs for industry, clients and other end-users of BRANZ's commercial activities.
- Completing reporting requirements to a high standard and in a timely manner.
- Undertaking additional projects or tasks as and when required.
- Share experiences and knowledge of methods, approaches and findings with other engineers and structural researchers.
- Support technical work across the team as requested.
- Understand and comply with all BRANZ policies and procedures including the Code of Conduct.

Health and Safety

Demonstrate a commitment to the health, safety and wellbeing of yourself, staff, visitors and contractors by:

- Understanding the health and safety responsibilities associated with your position. Including compliance with relevant legislation, regulations and BRANZ policy and procedures.
- Actively engaging with health, safety and wellbeing programmes and seek continuous improvement.
- Improving systems and processes.
- Following health and safety policy/procedures and report on areas of concern.
- Actively managing a safe working environment

SKILLS, EXPERIENCE AND QUALIFICATIONS RELEVANT TO THE ROLE

Technical Requirements

- Relevant tertiary qualification in Civil Engineering specialising in structures or a related field
- Senior level of knowledge of the building industry sector trends and needs in New Zealand with increasing understanding of international trends and experience.
- Ability and commitment to meet and exceed stakeholder and customer expectations.
- Extensive and proven track record experience in:
 - ◇ Project management and delivering projects successfully, preferably in science, engineering or construction sectors.
 - ◇ Building effective collaborative networks of industry stakeholders.
 - ◇ Ensuring key insights from work are effectively communicated to the target audience.
- Ability to learn quickly, developing specialist technical skills on the job including use of instrumentation technology.
- Knowledge and understanding of industry standards and scientific developments.
- Excellent verbal and written communication skills, including the ability to present to both technical and non-technical audiences.
- Proven ability to build effective relationships and credibility with clients

Role Specific Core Competencies

- **Critical Thinking** – Considers and assesses all areas of a problem to surface hidden difficulties. Develops solutions that address the heart of a problem in a simple and complete manner.
- **Networking** – Creates personal networks within industry. Has the scientific credibility to engage with leading technical experts. Leverages connections to support BRANZ's activity.
- **Delivering** – Ensures that projects are completed within time, budget and scope. Constantly adapting to keep projects progressing towards delivering the expected outcomes.
- **Advising** – Structures results of consultancy work in a way that is easily understood by the client. Takes pride in ensuring clients can successfully apply BRANZ's advice to improve their business performance.
- **Nurturing** – Actively assists more junior team members in reaching their career goals. Is able to guide them through challenging tasks that build personal skills.
- **Communication** - Able to communicate ideas effectively in oral and written form. Effectively communicates technical information to other staff. Good interpersonal skills.
- **Problem Solving** - A methodical and innovative approach to problem solving. An aptitude for problem solving and the ability to convert customer needs into well specified, practical projects.

Character and Attitude

- **Results Focussed** – Being disciplined and focused in pushing self and others to deliver results. Never losing concentration on the desired end state.

- **Driven** – Constantly strives to produce tangible results, even in times of high pressure with competing deadlines.
- **Personable** – Is easy to approach and speak to. Spends the extra effort to understand client and colleagues' requirements. Builds rapport well and is a good listener.
- **Disciplined** – Tackles tasks in a structured way that ensures no details are missed. Proactively chases important opportunities.
- **Proactive** – Keeps abreast of scientific / technical issues relevant to the role.
- **Team player** – Works constructively with colleague members in the Team. Peer review and collaboration within the Team is central.

SPECIFIC ACCOUNTABILITIES for each financial year are set in advance by the Team Leader in consultation with you