



Project Engineer

Position Description

Location:	10 Chelmer Street, Oamaru
Reports to:	Network Operations and Delivery Manager
Direct Reports:	Nil
Who We Are:	We are a team of over 100 passionate and dedicated staff based in the vibrant coastal town of Oamaru. Our district offers a great lifestyle, extending from the mountains to the sea with affordable housing and no traffic worries! We bring electricity from the national grid to over 13,000 customers across a network of 1,800km of powerlines in North Otago and parts of South Canterbury. Our mission is to promote regional growth and wellbeing through the provision of innovative and sustainable energy solutions for our customers and we are already delivering on our strategy to achieve this. We trust our people and care about their wellbeing. We provide modern, flexible working conditions, generous development opportunities and company health insurance.
Work Requirements:	This is a permanent, full-time position. <i>Note: due to the 24/7 nature of our business, some work outside normal business hours may be required (e.g., during major faults, emergencies or for community event support)</i>
Our Values	

Overview of the role

We are seeking an experienced and proactive Project Engineer to lead the design, delivery, and management of Network Waitaki's maintenance and capital projects. This role is central to ensuring our network infrastructure remains safe, reliable, and future-ready to support our customers and community. You will collaborate with internal teams and external partners to deliver projects on time and to the highest standards.

Purpose of Position

- To undertake design, project engineering and project management of allocated maintenance and capital projects.
- To manage safety, quality, and financial performance of allocated projects.
- To contribute to team and business projects to improve the design and engineering capability of Network Waitaki.
- To undertake such additional duties as may be required, which are not inconsistent with the position of Project Engineer.

Key responsibilities

Health and Safety

- Take responsibility for own health and safety and support the team to safe work outcomes.
- Ensure own actions keep self and others safe including following all required safety procedures and rules.
- Identify, report and assist to eliminate hazards in own workplace.
- Participate in local workplace safety management practices.
- Support and promote a culture that strives for safety first by ensuring clear, consistent, and safe work practices and standards are understood and applied.
- Embed "Safety by Design" principles into all aspects of planning and design.

Contribute to our team culture

- Contribute positively to Network Waitaki culture and share successes, failures, and innovations with the Network Waitaki team.
- Ensure internal and external customer satisfaction is delivered and customers are well-informed of your proposed timeframes.
- Contribute to a team culture that fosters innovation and excellence and which, as a result, delivers superior performance.
- Work in a manner that reflects clear alignment with the values and expectations of Network Waitaki.

Capital and Maintenance Project Delivery

- Assist the planning and asset teams with scoping and budgeting for upcoming capital and maintenance projects and programmes.

- Undertake detailed design for allocated projects in accordance with Network Waitaki standards and Good Industry Practice.
- Engage and manage specialist design and consultancy service providers as required.
- Engage and manage specialist field services providers as required to deliver project outcomes.
- Develop cost estimates, quotes and other financial requirements for allocated projects.
- Manage tender processes for projects in accordance with company procurement standards, including production of tender documentation, evaluation of responses, award, and management of contracts.
- Produce specifications and procure project specific and long lead time materials and equipment.
- Coordinate with the Contracting team for delivery of allocated projects.
- Ensure timely and accurate management and reporting of project physical and financial performance, including tracking against budgets, completing accruals, and providing cost forecasts.
- Ensure all project close-out activities are completed in accordance with company processes.
- Apply modern project management disciplines to manage workload and delivery timelines.

Safety and Quality

- Ensure all allocated projects meet required safety and quality standards, including audit of in-progress and completed works.
- Actively manage and audit contractors engaged on allocated projects to ensure they are complying with safety and compliance requirements, Network Waitaki standards and controlling all risks and hazards effectively.

Engineering Standards and Processes

- Contribute to the development and improvement of standards and processes for the design of the network in accordance with industry rules and good practice, and ensure these are communicated to the wider business and contractors.

Performance indicators

- No public safety incidents, serious harm or lost time injuries relating to any project work.
- Demonstrate application of safety by design methods across all aspects of role and pro-active compliance with health and safety processes.
- Demonstrate contribution to a positive, collaborative work culture which aligns with Network Waitaki values.
- Allocated project works completed on time and within budget as well as being compliant with all applicable standards.

- Customer projects completed in agreed timeframes and customer informed at all stages.
- No bona fide customer complaints due to project activities.

Preferred Attributes

Qualifications

- Relevant trade, technical or tertiary qualification in electricity supply, engineering, or a related discipline.

Experience

- 5+ years' experience based within an electricity distribution (preferably substation and protection design), transmission or generation business, or similar utility environment.
- Previous demonstrable technical, electrical design and project management experience.
- Cost estimating and project financial management experience.
- Tendering and contract management experience.
- Sound understanding of the regulated electricity distribution sector and relevant rules and regulations including the Electricity Act and Safety Manual Electricity Industry.
- Total commitment to safety and being an active part of a positive safety culture.
- Strong and professional interpersonal and communication skills, with an outgoing nature and the energy and enthusiasm to drive success.
- Calm, professional temperament with ability to cope in pressured environments, maintain positive relationships with stakeholders and colleagues in challenging situations.

Memberships

- Electrical Registration (EWRB) or Professional Membership (Engineers NZ).

Key Relationships

Most Frequent Contacts	Nature or Purpose of Contact
Network Operations & Delivery Manager	Leadership, reporting and direction
Network Engineers	Collaboration and mutual support
Network Waitaki Staff	Service delivery, communication, reporting and engagement
Contractors	Communication and engagement
External Customers and Stakeholders	Communication and engagement