

Company Profile

With a client base of local authorities, the Department of Transport and Main Roads, Queensland Health and numerous private clients, GBA Consulting Engineers provides first-class sustainable engineering solutions to communities in an area which exceeds 500,000 km². GBA achieve this by working closely with our clients, guiding them through every stage of the project cycle. At GBA we help our clients to develop the scope of works for their project, enabling them to readily understand and achieve the engineering project outcomes they desire. Our proactive approach to continual improvement, delivery refinement to meet client needs and actively seeking alternative technologies and methodologies enables us to deliver professional and sustainable services.

GBA Consulting Engineers are currently seeking the services of a Cultural Heritage Officer in our Barcaldine office. The requirements for the position are outlined below.

Position Title: Cultural Heritage & Environmental Officer

Position Type: Full Time

Location: 73 Elm Street, Barcaldine

1. Main Duties/Responsibilities

The Cultural Heritage & Environmental Officer works within a collaborative and supportive team environment to provide the organisation with central Cultural Heritage, Environmental, Geographical Information Systems (GIS), and other systems support.

You will be exposed to a great variety of projects and career progression opportunities whilst working directly alongside GBA's Cultural Heritage & Environmental Officers, Engineers, Designers, Partners and Technical Officers.

- Provide guidance and Cultural Heritage, Environmental, and GIS expertise to meet the Cultural Heritage & Environmental management commitments of GBA, as well as those of our clients and primary Councils in Western Queensland.
- Understanding of historical and indigenous best practice Cultural Heritage management, including archaeological site survey and recording techniques.
- Provide Cultural Heritage technical expertise (both indigenous and historical) and identify options and solutions to support the planning, design, construction and maintenance of infrastructure projects.
- Understanding of Cultural Heritage legislation such as the *Aboriginal Cultural Heritage Act 2003*.
- Understanding of Environmental legislation such as the *Environmental Protection Act 1994*.
- Knowledge of key stakeholders responsible for the management of Environmental compliance, including such QLD bodies as the Department of Environment & Science and the Department of Agriculture & Fisheries.
- Provide support to Civil Engineers and Designers in relation to undertaking assessments, providing advice in relation to the Cultural Heritage & Environmental risks and mitigation processes of projects.
- Working closely with local authorities in remote parts of Western Queensland.

ENGINEERING THE OUTBACK

BARCALDINE | EMERALD | ROCKHAMPTON

PHONE 07 4651 5177 | WEBSITE gbaengineers.com.au

Position Description CH/Enviro Officer

- Maintain electronic and hard copy filing systems using designated protocols.
- To provide leadership and support to foster teamwork within individual Local Authority environments and to contribute as an effective member of the firms engineering team;
- To provide technical advice when requested to the Principals of the firm through your nominated supervisor;
- Other duties as directed by the principals and other senior staff.

2. Qualifications

- A degree in Archaeology, Anthropology, Social Sciences, Environmental Science, GIS, or other related discipline is highly desirable.
- Current Queensland 'C' Class Driver's License.

3. Experience

- Cultural Heritage & Environmental Desktop Research
- Cultural Heritage Field Surveys;
- Undertaking Environmental risk assessments and providing technical solutions;
- Collection and analysis of geographical data generated by geographical information systems;
- Preparation of technical documents and writing reports;
- Community, Council and stakeholder engagement;
- Cultural Heritage & Environmental auditing documentation;
- Knowledge of Environmental management policies and systems such as ISO:14001;
- Ability to communicate scientific/technical information on contaminated environments to stakeholders.

4. Skills

- A developing skill in dealing with technical matters when required;
- To be able to work within a team and alone on projects;
- Prioritise and Organisational skills;
- Strong communication skills and multitasking capabilities;
- Professionalism in the workplace;
- Ability to relate to clients/colleagues and their families from diverse cultural and socio-economic backgrounds.

5. Performance Goals

GBA Consulting Engineers ensures employees work are to be carried out to meet HSEQ obligations and responsibilities as detailed in GBA's policies and procedures and all other relevant legislative requirements and standards including the Council polices and local laws.

Employees are to exercise due diligence in acquiring and updating knowledge to maintain compliance with all GBA HSEQ systems, risk management processes and legislation.

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All persons employed by GBA are required to contribute to continuous improvement of service delivery, operational guidelines and HSEQ policies and procedures ensuring that any quality requirements related to work undertaken are met.

6. Accountability

- Report to the Partners of the firm through appropriate supervisors.
- Coordinate with appropriate supervisors to address the needs of clients.
- Liaise with the clients' personnel as required to develop and implement appropriate solutions and advice.

7. Remuneration

Remuneration will be dependent on experience. In addition, GBA provides:

- 12.5% superannuation contribution
- Long service leave
- 5 weeks leave (inclusive of leave loading at 14%) for Barcaldine.

8. Contact Details

Applications can be made by:-

Email:- HR@gbaengineers.com.au