

Position Description – Mechanical Engineer

Updated 17 February 2023

POSITION DETAILS

College/Portfolio	College of Science and Engineering
Organisational Unit	College Services - Technical Services
Supervisor (Title)	Manager, Engineering Services
Classification	Higher Education Officer Level 6
Employment Type	Continuing, Full-time

POSITION SUMMARY

Under broad direction from the Manager - Engineering Services, the Mechanical Engineer provides quality and timely support to staff and students within the College of Science & Engineering through delivery of engineering services within the Engineering Services Team. These services include the design, construction, commissioning, advice, instruction, and documentation activities required to support Science & Engineering programs of study and research activities.

As well as actively managing projects, the Mechanical Engineer is expected to develop sound engineering solutions that meet client needs, conform to relevant standards and are designed for efficient and cost-effective manufacture.

UNIVERSITY EXPECTATIONS AND VALUES

All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:

- demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence, and the underlying ethos of being Student Centred;
- contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor;
- promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;
- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's *Work Health and Safety, Injury Management and Equal Opportunity* policies.

A Nationally Coordinated Criminal History Check (NCCHC) which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.

KEY POSITION RESPONSIBILITIES

The Mechanical Engineer is accountable for:

1. Assisting the *Manager – Engineering Services* in the delivery of projects and services for teaching and research in accordance with College priorities.
2. Designing, developing, constructing, and commissioning specialised mechanical equipment and systems using engineering tools to specifications developed in collaboration with stakeholders.
3. Preparing Workplace Health & Safety and compliance related documentation, including design certification.
4. Providing advice, recommendations and feedback to staff & students on the operation of equipment, safety, compliance and practical engineering design considerations within teaching, research and other College supported activities.
5. Liaising with outside organisations and contractors on complex technical matters.
6. Carrying out repairs, maintenance, calibration to commercial & in-house constructed laboratory and workshop equipment.
7. Performing administrative functions associated with design documentation, purchasing of specialised technical items, calibration & maintenance records.
8. Supervision of the systems of safety of teaching laboratories and/or workshops.
9. Any other responsibilities in line with the level of the role as assigned by the Supervisor and/or the University.

KEY POSITION CAPABILITIES

- Degree qualification in Mechanical Engineering with relevant experience.
- Eligible for Engineers Australia membership.
- Proven understanding of design competency and safety in design.
- Experience in complex and innovative mechanical design using appropriate CAD tools realised through in-house and external manufacturing processes.
- Sound understanding of engineering manufacturing processes.
- Well developed analytical skills together with the capacity to assess, understand, exercise technical judgment and communicate complex technical matters in a clear accurate manner.
- Well developed interpersonal skills and the ability to liaise effectively with a wide range of people, including excellent written and verbal communication skills.
- Project leadership, scoping and planning skills.
- Demonstrated ability to apply initiative, judgement and prioritisation in a busy team environment.
- Experience working in a managed Workplace Health and Safety environment.
- Mechanical trade skills (desirable).
- Experience working in a multidisciplinary team (desirable).