



# About the cadet role

## Civil Construction Cadetship in Surveillance

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Victorian Government's Big Build infrastructure projects are overseen by Major Transport Infrastructure Authority (MTIA). The following project teams are part of MTIA:

- Level Crossing Removal Project
- North East Link Project
- Major Road Projects Victoria
- Rail Projects Victoria
- West Gate Tunnel Project

MTIA partners with a number of leading Australian and global construction companies to deliver Victoria's Big Build.

## The role of surveillance in civil construction projects

Surveillance staff play a critical role in delivering infrastructure projects and form a key part of the government-side (client) team. Surveillance staff observe and review the quality of construction activities such as relocating and protecting underground utility services, earthworks, drainage, asphalting and road surfacing, traffic management, traffic signals and bridgeworks.

They work closely with a range of government-side and contractor-side stakeholders, from Technical, Engineering, Planning to Environmental, Safety and Communication and Stakeholder Engagement teams. Surveillance staff help to ensure projects are delivered on time, meet quality requirements, and are being delivered according to the project scope and specifications.

A key part of all Surveillance roles is the ability to listen, work in a team, build quality relationships, communicate effectively and enable others to understand and develop innovative solutions.

Note: Civil construction surveillance employees are not to be confused with roles in the security industry.

## About the cadet role

As a cadet, you will undertake a mix of practical on the job training and formal learning to develop both technical and professional skills.

You will be guided and trained by experienced Surveillance staff while supporting them in their day to day duties of risk-based surveillance of site works and managing relationships with construction partners on site.

At the conclusion of this cadetship, you will have undertaken a Certificate III in Civil Construction, gained valuable experience and training and will be well placed to begin your meaningful career in civil construction.

### Salary range

Salaries for the cadetship will range from \$70,791 to \$87,640 plus 9.5% superannuation depending on experience.

**Duration** 2 years

**Location** The cadet positions are at various metropolitan and regional Victorian locations

### Employers

Cadets will be employed for two years within the Victorian Government's Department of Transport or Major Transport Infrastructure Authority. This may be with Major Road Projects Victoria, Level Crossing Removal Project, or North East Link Project.

# A day in the life of a Surveillance Cadet

The Surveillance Cadet will engage in a mix of practical on the job training and formal learning to develop both technical and soft skills. You will be guided and trained by experienced Surveillance Officers while supporting them in their day to day duties of risk-based surveillance of site works and managing relationships with construction stakeholders on site.

**You may be asking yourself, what does a normal day look like?** This role will be diverse, and no two days will be the same which will certainly keep it stimulating. Depending on where you are based on any day you might find yourself climbing up scaffolding and the next working underground. Some days could have you working around traffic or large machinery, and on such occasions, you will need to be focused and be able to react quickly to different scenarios as safety is crucial when faced with unexpected circumstances.



**This role will include a great deal of social interaction as you meet and build relationships** with people from all walks of life. Your outstanding communication skills will be paramount as you provide input into team meetings or liaise with technical staff such as engineers as you verify works being completed by contractors. Your work environment will change regularly making each week interesting and diverse. You may be verifying a concrete pour; confirming mixtures and conditions are suitable, and the next thing you know you are overseeing works on pavements or asphalt.

**While there are a range of benefits you will get from this role it does come with its challenges.** You must be prepared for early starts and varying work locations. You may be confronted with sudden changes of site locations and planned works and must be adaptable and flexible to move without notice between work sites.

Your high-level communication skills will be well utilized and challenged at times by the variety of stakeholders you engage with. Being a role where you are constantly on the move, you can also expect to be exposed to the many weather changes that Victoria will throw your way!

## Key accountabilities that you will be doing, and learning about, as part of your cadetship

- Supporting Surveillance staff and exercising judgement in the implementation of risk-based site surveillance and reviewing and observing of construction activities including service relocations, earthworks, pavements, drainage, surfacing, traffic management, traffic signals and bridgeworks according to project scope, and in accordance with relevant organisational policies, standards, specifications and guidelines.
- Maintaining positive relationships with Technical, Engineering, Planning and Engagement Advisors and contractor's construction teams, and proactively resolving issues as they arise, including attending and providing input into coordination meetings.
- Assisting with the planning and execution of risk-based surveillance activities in the practical application of construction and ensuring high quality documentation is maintained.
- Contributing to the development of innovative solutions to construction and traffic management problems.
- Providing input on OH&S, quality and environmental systems.
- Providing assistance and advice to field based and engineering staff for a standard range of basic on-site construction and surveillance activities.
- Actively participating in learning and networking with other cadets.

## Key attributes that you will bring to the cadetship

1. **Drive and Motivation:** A high level of interest in commencing a career in the civil construction industry and creating lasting benefits to the community.
2. **Working Collaboratively:** Cooperating and working well with others in pursuit of team goals; sharing information and acknowledging others' efforts; stepping in to help others where required.
3. **Critical Thinking and Problem Solving:** Seeking resolution of problems through policy or process guidelines; seeking guidance by providing information and relevant ideas towards the resolution of problems.
4. **Interpersonal skills:** You are polite, professional and considerate in dealing with others; you are aware of people's moods and temperament; you are able to express your own views in a constructive and diplomatic way; and you are able to reflect on how your own emotions impact on others.
5. **Communicate with Impact:** You use various positive communication methods to convey information, ideas, and insights in ways that help others understand the key information; and you possess good written communication skills.
6. **Digital and Technological Literacy:** You can perform a range of tasks through digital software and tools e.g. mobile devices, computers, Microsoft suite of application including Outlook, Excel, PowerPoint, Word, and Teams/Skype.
7. **Self-discipline:** You approach tasks and your own development in a logical, organised, professional manner to ensure delivery of consistently high-quality work.

## Other relevant information

- Applicants must be an Australian citizen, permanent resident or hold a valid work permit or visa to be eligible to apply
- Recipients of Victorian Public Service (VPS) voluntary departure packages should note that re-employment restrictions apply.
- Non-VPS applicants will be subject to a probation period of six months.
- Pre-employment National and/or International Police Record Check and qualification verification checks will be required, which includes a 100-point proof of identity check.
- Current and valid driver licence is required.
- The Major Transport Infrastructure Authority and the Department of Transport are equal opportunity employers and welcome applicants from a diverse range of backgrounds. Applications from Aboriginal and Torres Strait Islander people are strongly encouraged for all positions. Reasonable adjustments for a successful candidate with disabilities will be offered, on request.

## Applying for the Cadetship

Applications for the program close on Tuesday 15th December 2020 at 11.59pm. For information on how to apply and key timelines, please visit <http://www.HOBAN.com.au/MTIAcadet>

