

# EPTEC POSITION DESCRIPTION



<b>Position Title</b>	Materials Engineer
<b>Area</b>	Defence or Services
<b>Location</b>	Various Eptec Sites
<b>Reports to</b>	State Manager
<b>Positions reporting to this position</b>	Nil
<b>Internal relationships</b>	Senior Management, General Managers, Project Staff, Supervisors, Senior Project Engineers, Project Engineers
<b>External relationships</b>	Clients, Subcontractors, Suppliers
<b>Financial delegation</b>	As per the EPTEC Delegation Register FIN-001-002

## Position purpose

The Materials Engineer will develop, process, combine, and test materials to be used in production. Based on data gathered and expertise, the Materials Engineer will also identify and recommend the most appropriate materials for specific applications.

## General

EPTEC is committed to the health, safety and wellbeing of its staff. EPTEC and its employees must comply with a range of statutory requirements, including equal opportunity, workplace health and safety, privacy and trade practices. EPTEC also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

## Key Responsibility Areas

- Collaborates with appropriate production and process staff to understand the material specifications sought for a particular application or product.
- Identifies, selects, and recommends materials based on weight, strength, heat and cold tolerance, cost, and durability.
- Measures performance of various materials in accordance with specifications.
- Observes or participates in product testing process as appropriate.
- When a material fails, gathers data and analyzes the reasons why the material did not meet specifications.
- Reports testing results to material producer; identifies when applicable the reasons the selected material did or did not fulfill desired specifications
- Collaborates with process engineers as part of a development and fabrication team to create a new material when none of the suggested materials meet specifications.
- Performs other related duties as assigned.

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## Behavioural Competencies

### Behavioural Competency

### Behaviour

Customer / Client focus

- Establishes and meets internal customer's and external client's needs
- Actively listens to the customer / client
- Delivers solutions which meet customer / client needs, keeps customer / client informed

Commercial savvy

- Acts on customer / client feedback
- Understands the financial (or other) impact of decisions
- Makes decisions which commercially create customer loyalty and profitability
- Maximises business opportunities.
- Makes commercially sound decisions
- Makes logical decisions
- Takes ownership of business goals

Teamwork and leadership

- Actively contributes to the achievement of team outcomes
- Actively assists other teams, achieves results through others
- Ensures the team is working for a common purpose
- Is willing to do things for the good of the team
- Gives and seeks constructive feedback regularly
- Sets a good example
- Coaches and develops the team
- Delegates effectively

Communication

- Expresses ideas in a clear and concise manner, actively listens
- Gets the message across to others effectively
- Keeps others informed

Building and maintaining effective relationships

- Develops and maintains professional and ethical internal and external relationships; establishes a strong sense of trust
- Develops and maintains strong relationships with colleagues, suppliers, customers / clients and all stakeholders
- Works with people positively

Influencing and negotiation

- Gains agreement and engagement from others to work collaboratively
- Actively listens to the position of others; effectively influences others to adopt new ideas; maximises buy-in through win-win negotiation
- Achieves win-win solutions based on the differing needs of others
- Influences in a way that maintains trust and encourages long-term relationships

Process improvement

- Actively adapts style to audience to influence decisions and effectively handle objections
- Continually strives to do things better.
- Continuously improves the way things are done within individual area of responsibility
- Works with other teams to assist in making end-to-end processes more effective

Embracing organisational change

- Follows EPTEC's agreed way of doing things
- Is open-minded and supports / adapts effectively to organisational changes
- Learns from mistakes
- Assists the team through change
- Takes a flexible and resilient approach and brings people along the journey of change; deals with obstacles and setbacks effectively
- Involves relevant stakeholders in decision making

## Health, Safety and Environment

Eptec is committed to the health, safety and wellbeing of its staff. Eptec and its employees must comply with a range of statutory requirements, including equal opportunity, workplace health and safety, privacy and trade practices. Eptec also expects staff to comply with its policy and procedures, which relate to statutory requirements and our way of working.

- Take reasonable care for their own health and safety.
- Take reasonable care for the health and safety of others.
- Comply with any reasonable instruction by Eptec General Managers Marine & Services
- Cooperate with any reasonable Eptec policies and procedures.
- Ensure the implementation of the Company HSSEQ Policies.
- Adhere to the risk assessment controls identified.
- Not interfere or misuse any equipment supplied.
- Maintain equipment supplied for carrying out work tasks including daily maintenance where appropriate.
- Use personal protective equipment supplied in accordance with site risk assessments and site rules.
- Attend any suitable training to ensure that they are competent to perform their duties safely.
- Comply with any rules specific to a particular site and any Company wide health, safety or environmental requirements.
- Report any injuries, unsafe acts or conditions to line managers.
- Support EHS policy to help deliver cultural development and sustained continual improvement in EHS performance.
- Consult with workers when determining the adequacy of facilities for the welfare of workers
- Consult with other duty holders who may have a shared responsibility to provide a safe physical work environment and facilities
- Maintain the work environment and facilities in a safe condition
- Implement appropriate procedures for workers who work in remote or isolated locations such as emergency procedures, communication and accommodation
- Prepare, implement and practice emergency plans, to ensure that everyone can be evacuated from the workplace in a controlled manner if an emergency arises.
- So far as reasonably practicable, that the management or control of fixtures, fittings, equipment, machinery or plant at a workplace is without risks to the health and safety of anyone.

## Selection criteria

### Skills / Knowledge

- Exceptional analytical and problem-solving skills.
- Excellent verbal and written communication skills.
- Strong interpersonal skills with the proven ability to fully understand customers requirements.
- Excellent organizational skills and attention to detail.
- Ability to work independently and as part of a development team.
- Proficient with Microsoft Office Suite or related software and software used in product testing and documentation.

### Education

- Bachelors degree in Engineering, Materials Science, or Chemical Engineering highly preferred; Masters degree desirable.
- At least five years of experience using composite materials either as a materials engineer or a process engineer.
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