



Document Number	Revision	Prepared By	Released By
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Job Description –Systems Engineer			1 of 3
1.0	23 Nov 2021	First Issue	

1 Purpose of Position

We are seeking a talented Systems Engineer to join the Engineering team at BlueZone Group Australia.

2 Context of Position

BlueZone Group supplies and sustains Remote and Autonomous Systems (RAS) for Defence maritime applications in Australia and New Zealand.

The position plays a major role in delivering Defence projects to Navy and Army.

The position is based at the BlueZone Group (BZG) Head Office located in Newcastle.

Key Interfaces within BZG:

- Engineering Manager
- Project Manager
- Workshop and Service Managers
- Other ATSA Staff

Key Interfaces outside the company:

- Defence staff
- Client staff
- Supplier staff
- Subcontractors
- Quality Auditor staff
- Visitors

This position is a full-time position.

3 Reporting Relationships

You would report to the BlueZone Group Engineering Manager

4 Work Related Outcomes

REQUIREMENTS	EVIDENCE
Develop operational concepts, scenarios, and stakeholder requirements	Relevant DES files are developed and documented
Help develop, manage, and verify system requirements	Relevant DES files are developed and documented
Develop documentation in support of systems, and as required by projects.	Relevant DES files are developed and documented
Contribute to the design, integration, and test of integrated software systems	Relevant DES files are developed and documented
Manage project and WHS risks	Risks captured in risk register

REQUIREMENTS	EVIDENCE
Provide technical advice and recommendations regarding system maintenance, repair, and development	Ideas are captured for consideration
Act as Engineer for technical knowledge for assigned systems as allocated	Assigned systems are supported and understood at the engineering level Communication with system OEMs and designers is available and open
Investigate obsolescence issues and undertake re-design as required.	System obsolescence issued are actioned and documented as directed
Supervise and/or draft drawings using SolidWorks as required	Maintain up to date competence and capacity to support SolidWorks use
Develop designs using Altium Designer as required	Maintain up to date competence in using Altium Designer
Provide support for deployed embedded systems products	Maintain up to date competence and capacity to support embedded systems development
This role requires conduct of design activities under direction of the Engineering Manager as required. Some local, national, and international travel can be expected depending on the nature of the project. Days at sea as required to test, verify, and perform work to meet customer requirements Early start and late finish as required to complete work to meet customer requirements Flexibility in attending on-site work as required to meet customer requirements Weekend and out-of-hours work as required from time- to-time	Field design work is planned and completed in line with customer due dates Job recorded and closed out in accordance with required procedures
ERP System	Update of all parts with supplier numbers Build parts lists Recommend parts for deletions Monitor and advise of obsolescence issues Ensuring the integrity of ERP data with respect to parts and BOMs, SITEMS etc.
Participate and contribute to continuous improvement company activities, systems, and processes.	Contribution to company improvements systems and processes Actively participate in improving business processes and eliminate waste from what we do and how we do it (LEAN program)
Compliance with all Occupational, Health and Safety, and ISO9001 Quality Assurance / Quality Control company policies, systems, and procedures.	Comply with traffic and walkway management during forklift operations. Comply with Hydrostatic Test safety requirements during operation. Comply with our ISO9001 QA/QC system and new policies and procedures. Comply with all OHS policies, systems, and procedures.
Other duties as directed.	Demonstrate a willingness to take on other duties as their own work commitments may fluctuate from time to time.
Develop designs using Altium Designer as required	Maintain up to date competence in using Altium Designer

5 Selection Criteria

5.1 What Qualifications are required?

Bachelor of Mechatronics Engineering or Electronics Engineering or combination of equivalent experience, education & training.

5.2 Must Have Attributes

Attitude of care and thoroughness towards assigned tasks

High degree of attention to detail

Good written & oral communication skills

Experience in using spread sheets and other MS Office products

5.3 What level of experience is required?

Two years' experience in similar role.

5.4 What type of person is required?

The successful applicant will be a professional, confident, self-motivated, and self-disciplined person with good communication, interaction and business ethics skills who is a well organised achiever able to perform at a high level with minimal supervision.

The person must be prepared and willing to work as necessary to achieve the required outcomes of the position.

Must have a car licence, access to a passport.

Must be eligible for Defence clearance.

Must be fully vaccinated from COVID-19 or have an approved reasonable accommodation based on local legislation.

5.5 What skills are required?

General

- Good oral and written communication skill to people at all levels.
- Problem solving and decision-making skills.
- An ability to write engineering documentation.
- Able to co-ordinate workload and set priorities in multitask environment and able work under pressure and meet deadlines.
- Work in a team.
- Project Management skills.

Computer Skills

- Computer literate – Microsoft Outlook, Word, Excel, Power Point
- Experience with Solidworks and Altium is an advantage
- Experience with Microsoft Project is an advantage