

Job description

Title	Senior Process and Commissioning Engineer
Number	
Group	Infrastructure
Division	City Waters
Reports to	Team Leader: Engineering Services
Direct reports	Nil
Date	December 2025

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Matauranga Māori and our partnership with tangata whenua.

Job purpose

The primary purpose of this role is to provide assurance, review, and technical leadership for process engineering designs, changes, and commissioning activities across water and wastewater projects. The role is accountable for developing, maintaining, and overseeing frameworks, standards, and processes to ensure projects are delivered safely, efficiently, and in accordance with best practice and risk management requirements. The Senior Process and Commissioning Engineer collaborates with operational and technical teams to support effective implementation and continuous improvement, providing oversight as well as direct execution of operational tasks.

Key outcomes

Commissioning	<ul style="list-style-type: none"> • Develop, maintain and oversee a comprehensive commissioning framework for City Waters assets • Ensure commissioning plans are prepared and implemented for all relevant projects, supporting project and operational teams as required.
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	<ul style="list-style-type: none"> Provide training, guidance, and oversight to project and operations teams. Maintain comprehensive records of commissioning activities. Promote compliance with safety and asset management standards.
Process Engineering	<ul style="list-style-type: none"> Establish and maintain comprehensive process documentation standards including P&IDs and functional descriptions. Oversee change management processes ensuring all documentation is current and complete. Set and monitor meaningful KPI targets for treatment process performance in collaboration with water and wastewater treatment managers, ensuring alignment with operational objectives and regular reporting to management. Lead or support process improvement initiatives, carry out performance assessments, pilot trials, and investigations. Optimise treatment processes to maximise energy efficiency and sustainability Facilitate process risk assessments such as HAZOPs and SIDs, and ensure recommendations are implemented. Collaborate with operations staff and automation engineers to troubleshoot process problems and support implementation of corrective actions
Project Delivery and Risk Management	<ul style="list-style-type: none"> Provide technical leadership assurance and oversight for treatment process improvement programs and projects in accordance with TCC organizational processes and policies Provide technical leadership and review of feasibility assessments and designs. Promote a culture of risk management and continuous improvement, including facilitating lessons learned and feedback loops. Ensure that process safety considerations are incorporated into all new projects and process changes within water and wastewater treatment, with appropriate risk assessments and controls

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	implemented during design, commissioning, and handover.
Professional Relationships	<ul style="list-style-type: none"> • Build and maintain trusted, sustainable relationships internally and externally • Collaborate with internal and external teams, including operations, mechanical, civil, structural, electrical and digital engineering specialists. • Work closely with operational staff to ensure commissioning and process engineering standards are practical, effective, and continuously improved.

The job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential
<ul style="list-style-type: none"> • Bachelor's degree in Chemical Engineering, Process Engineering, or a related field. • 10 - 15 years experience. • Valid drivers licence. • Proficiency in process simulation software and modeling tools. • Attention to detail and ability to identify, assess and solve problems. • Excellent communication and interpersonal skills. • Demonstrated experience in developing and implementing frameworks, standards, and processes at a senior level. • Proven ability to provide assurance and risk management across multiple project types and delivery models.
<p>Desirable:-</p> <p>Chartered Engineer, post grad qualification in commissioning</p>

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Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections