



Position Vacant – Structures Overseer

Are you an experienced leader in bridge construction, maintenance, and civil infrastructure looking to take the next step in your career? We are seeking a motivated and skilled Structures Overseer to join our Infrastructure Works team based at the Kyogle Works Depot.

As a Structures Overseer, you will act as the critical link between the Infrastructure Works Manager and the Structures team, coordinating and overseeing bridge construction, maintenance, concrete works, and other structural asset activities across the Kyogle Local Government Area.

- Generous salary **above award starting at \$81,764.80 up to \$94,738.80pa** dependant on experience
- Flexible working arrangements, **38 hours per week, 9 day fortnight**
- Opportunity to lead essential infrastructure projects that directly benefit the local community

About Us

At Kyogle Council, we are committed to meeting the challenges of our unique and diverse region. We take pride in maintaining and improving the infrastructure that supports our communities and local economy. Join our team and help deliver high-quality infrastructure outcomes across one of the most scenic and diverse regions in New South Wales.

Position Overview

As a Structures Overseer, you will coordinate and supervise Council's bridge construction, bridge maintenance, concrete works, and other structural asset activities. You will oversee staff, contractors, resources, and work programs to ensure projects are delivered safely, efficiently, and in accordance with Council's asset management systems, statutory requirements, and quality standards.

This role is critical to ensuring Council's structures and associated assets remain safe, functional, and fit for purpose for the community.

Key Responsibilities:

- Coordinate daily bridge construction, bridge maintenance, concrete works, and structural asset activities
- Allocate labour, plant, materials, and resources to ensure works programs are delivered efficiently
- Supervise staff, contractors, and subcontractors undertaking construction and maintenance activities
- Schedule inspections, maintenance, and construction works in accordance with Council's asset management systems
- Prepare construction documentation, cost estimates, and specifications for minor works projects
- Source materials, verify quality requirements, and coordinate timely delivery of resources
- Prepare subcontract documentation and administer contractor engagements
- Monitor worksites to ensure compliance with approved procedures, quality standards, and legislative requirements
- Coordinate emergency bridge repairs and participate in overtime and after-hours responses as required
- Implement and maintain environmental protection measures across all work activities

- Ensure Work Health and Safety compliance, including risk assessments, safe work practices, and licence verification
- Monitor project costs and budgets through accurate completion of daily cost sheets and associated documentation
- Liaise with Council staff, contractors, consultants, suppliers, government agencies, and community stakeholders
- Foster a positive team culture through effective communication, leadership, and staff development

About you:

You are an experienced civil construction or structures professional with strong leadership skills and a proven ability to coordinate teams, resources, and infrastructure projects. You are organised, proactive, and committed to delivering safe, efficient, and high-quality outcomes.

You bring:

- Extensive experience in bridge maintenance, bridge construction, concrete works, or related infrastructure activities
- Strong leadership and people management skills with experience supervising staff and contractors
- Demonstrated ability to plan, schedule, and coordinate works programs using asset management principles
- Experience preparing project documentation, specifications, estimates, and construction records
- Strong organisational and resource management skills, including budgeting and cost control
- High-level written and verbal communication skills
- Sound understanding of Work Health and Safety, environmental management, risk management, and quality systems
- Commitment to continuous improvement, teamwork, and customer service

Join Council:

If you are an experienced infrastructure professional with a passion for leadership, asset management, and delivering quality outcomes for the community, we encourage you to apply. To apply, please submit a cover letter explaining how your skills, experience, and qualifications make you a great fit for this position, along with your current resume. Send your application by email HumanResources@kyogle.nsw.gov.au or by post, marked "Confidential," to the Human Resources Manager, Kyogle Council, PO Box 11, Kyogle, NSW 2474.

Applications received that do not address the criteria will not be assessed.

Applications will be assessed as they are received.

Kyogle Council is an equal opportunity employer and encourages applications from people from diverse backgrounds and experiences, people living with disabilities and indigenous Australians.

Applications close **Friday 24 July 2026**