

SAMPLE ENVIRONMENTAL GRADUATE PROGRAMME

POSITION DESCRIPTION

Position: Environmental Geologist Graduate
Company: Solid Energy New Zealand Limited
Location: To be advised
Reports to: To be advised

PURPOSE

The primary objective of the Environmental Graduate position is to work within the Environmental Team, gaining a range of experience and skills across all functions of the Team, including environmental monitoring, planning and design services. This work will be done with a view to ensuring that site activities comply with all internal and external environmental standards while meeting mine site operational and rehabilitation objectives.

Please Note: This programme can vary at each site depending on operational needs

ENVIRONMENTAL GEOLOGIST GRADUATE TRAINING PROGRAMME <ul style="list-style-type: none">• Year 1 & 2 – generic technical, legislative & organisational development & project
INDUCTION
Introduction to Solid Energy – Practical Inductions Plus Attainment of Required Unit Standards
Please Note: Each site has its own induction requirements - graduates will complete site inductions for each relocation
*US 7146 Knowledge & understanding of working in udgrd mine
*US 17696 Knowledge & understanding of working opencast
US 497 Occupational health & safety practice
US 6400, 6401, 6402 First Aid Certificate
US 16688 Identify & manage effects of shift work
US 3271 Suppress fire with hand extinguishers & fixed hose reels
US 1178 Follow safe practices in electrical workplace
US 18663 DKO & apply sustainable enviro mgmnt practices or *US8910 Manage surface extraction to minimise enviro impact
US 3491 Write a report
Resource Management Act
Crown Minerals Act
Solid Energy consents and licences
PRACTICAL EXPERIENCE IN TECHNICIANS ROLES
Incident and Hazard Management
- US 16686 Conduct an incident investigation at extractive site
- US 17593 Apply safe work practices
- US 17602 Apply hazard identification & control procedures
- US 17590 Issue work site specific work permits
SENZ Systems
MS Excel & MS Word – Intro – Interim – Advanced – as required
PPD System – Performance Appraisal and Personal Development

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Environmental System (EMS)	
Quality Management System (ISO 9002)	
H & S System (ACC Partnership Programme)	
Programme Office	
Stores & procurement	
Mine closure and rehabilitation	
Oracle Business System	
Risk Management System (Environmental & H&S, Risk)	
Note 1:	Graduate programme subject to change depending on individual and business requirements and opportunities
Note 2:	Graduate programme subject to six-monthly achievement review interview. At this interview achievement against objectives will be reviewed and new objectives will be set (and re-organised if necessary). Solid Energy's Personal and Professional Development (PPD) system will be used to set objectives and measure achievements
Note 3:	Unit standards are subject to change as a result of NZQA review
Note 4:	Some unit standards may require completion of small assignments
Note 5:	The graduate will be based at one site but in order to gain the broad experience that is the goal of the Graduate Programme, the Graduate may be required to move to another site for a short period of time to undertake a particular project, or to gain particular experience

AUTHORITIES

Operating Expenditure:	Nil
Capital Expenditure:	Nil
Contracts & Other Delegations:	Nil
Decisions:	As delegated by manager

SUPERVISES Nil unless delegated by manager

RELATIONSHIPS

Internal	External
<ul style="list-style-type: none"> • Technical and operational staff at sites • HR / H & S / Environmental staff 	<ul style="list-style-type: none"> • Contractors / consultants • Laboratory Staff

PERSON SPECIFICATION

	ESSENTIAL	PREFERRED
EDUCATION/ ACHIEVEMENTS	<ul style="list-style-type: none"> • Tertiary Qualification <ul style="list-style-type: none"> - Engineering - Geosciences 	
EXPERIENCE/ KNOWLEDGE	<ul style="list-style-type: none"> • Good level of computer literacy • Good level of understanding of structural 	<ul style="list-style-type: none"> • Coal mining experience • Familiarity with Vulcan or some

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	geology • Good physical fitness	similar geological modelling system.
SPECIFIC SKILLS	<ul style="list-style-type: none">• Good communication ability – written, oral• Decisiveness• Analytical ability• Good at relationship building• Driver licence / excellent driving skills	<ul style="list-style-type: none">• 4WD skills