

# Position Description



Position Title	Team Leader
Position No	00068671
Delegation Level	008
Job Designation	Team Leader
Organisational Unit	Ayr Structures Team Regional Assets
Work Centre	Ayr
Position Type	Permanent
Rail Safety Worker	Yes
Medical Fitness Standard	NHS Cat 3 ATTP
Performance Plan Type	Team Leader
Shiftworker	No
Classification (Range)	CI2 .4 - CI3 .1
Pay Scale Type	Network Maintenance
Reports to Position	Structures Maintenance Supervisor L3

## QUEENSLAND RAIL VALUES:

1 Queensland Rail - We do better together  
Treat others with respect - We appreciate everyone's contributions and differences  
Empower our people - We have confidence in our people  
Act Safely - We work safe, to go home safe  
Make a positive difference - We learn from today, to improve tomorrow

## Position Purpose

Supervise the day-to-day operations of the smaller workgroups within the Applicable Teams as directed by the Structures Maintenance Supervisor.

## Position Responsibilities

1. Ensure all aspects of works are carried out in an efficient and safe manner in accordance with all relevant manuals and structures standards.
2. Supervise the day to day operations of delegated workgroups to ensure total compliance to Queensland Rail's policies/rules and safe working procedures, independently or as a team.
3. Ensure regular servicing, minor and preventative maintenance of all plant and equipment is performed to the technical level of competence to ensure maximum equipment availability.
4. Liaise with the Structures Maintenance Supervisor constantly regarding output to maintain flexibility and continuous updating of daily program requirements.
5. Assist tradespeople in allocating mechanical maintenance support of machines as requested.
6. Undertake administrative and recording duties to ensure correct information is forwarded to applicable administrators on time.
7. Supervise the workgroup independently as required.

## Additional Factors

The appointee will be required to :-  
- Comply with Queensland Rail's Code of Conduct;  
- Observe all legal and safety obligations of the organisation;

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## What is the key selection criteria

1. Substantial level of resource management skills including supervision of structures maintenance/construction activities and work planning.
2. Substantial leadership, people management and negotiation skills.
3. Substantial knowledge of structures maintenance and construction activities, systems and processes as applicable to the position.
4. Sound knowledge of Queensland Rail's Safety and Environmental Management Systems including principles associated with loss control.
5. Sound level of problem solving, analytical and quality improvement skills.
6. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours.

## Pre-employment Checks:

Not Applicable

## Health, Safety and Environment Responsibilities

Comply with the overarching document called Health, Safety and Environment Responsibilities MD-11-6843 located in the Safety and Environment Management System.

## Personal Protective Equipment needs:

Refer to relevant business instructions.

## Safety Publications

Refer to relevant business instructions.

## Please Note:

Queensland Rail has a random alcohol and other drug testing program.  
Testing can occur anywhere, at any time, on any day.