

Position Description



Position Title	Construction Supervisor
Position No	00050458
Delegation Level	007
Job Designation	Supervisor
Organisational Unit	Civil & Structures Renewal SEQ Assets
Work Centre	Mayne
Position Type	Permanent
Rail Safety Worker	Yes
Medical Fitness Standard	NHS Cat 3 ATTP
Performance Plan Type	Team Leader
Shiftworker	Yes 7 Day Worker
Classification (Range)	CI3 .2 - CI3 .4
Pay Scale Type	Network Construction
Reports to Position	Structures Coordinator

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

Manage, plan and co-ordinate rail infrastructure construction works (eg structures, slab track works, civil works, earthworks, formation, drainage and site cleanup) including the allocation and deployment of staff and resources to deliver safe, cost effective, timely and high quality service to meet customer and business needs.

Position Responsibilities

1. Ensure all work under their control is performed in a safe manner with due regard to environmental issues and complies with Workplace Health and Safety (WH&S) Legislation, Environmental Legislation, QR's Safety Management System and Infrastructure Services Group (ISG) Integrated Management System.
2. Provide effective and efficient management of the staff and assets attached permanently or temporarily to the position including the hire of external plant.
3. Supervise work groups and contractors in the construction of structures, slab track works, civil works, earthworks, formation and drainage works.
4. Develop, monitor and control programmes and budgets for construction of structures, slab track works, civil works, earthworks, formation and drainage works.
5. Liaise with operations, design staff, Safety/Project Officers, planning staff and other Infrastructure Divisions and contractor's staff to ensure a high standard of co-ordination and execution of the construction works.
6. Control and monitor the execution of the works, including performing inspections and audits, to ensure all works are performed to a high quality standard and in accordance with relevant safety requirements, design standards, technical standards, drawings and relevant acts.

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7. Develop staff to ensure high performance levels through succession planning, staff appraisals, performance reviews, development and training to meet customer and business needs.
8. Ensure all relevant documentation such as safety documentation, production data, testing and inspection data, inventory use, project documentation etc, is completed and processed in a timely manner.

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;
- Undertake further training;
- Work outside normal hours as required;
- Work onsite in the field with work groups under their control;
- Camp out as required;
- Travel intrastate and interstate as required.

What is the key selection criteria

1. Extensive knowledge of QR's safety and environmental management systems as applicable to an infrastructure construction and renewal environment.
2. High level of skill in the construction of structures, slab track works, civil works, earthworks, formation, drainage and clean up of work sites.
3. Substantial level of leadership, people management, interpersonal and communication skills.
4. Substantial level of skill in controlling and monitoring the execution of works, including auditing, testing and inspections, to ensure a high quality standard that complies with the required standards.
5. Substantial level of skill in the monitoring and control of project budgets to deliver a cost effective service.
6. Knowledge of and willingness to commit to and work within QR'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:

Head and Face protection
Eye Protection
Hearing Protection
Hand Protection
High Visibility Clothing
Safety Footwear
Sunscreen SPF 15+

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Safety Publications

QR Electrification Safety Booklet
QR Weekly Notice
Your Health (Newsletter)
C.E.O.'s Safety Statement
C.E.O.'s General Safety Rules

Please Note:

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