

# Position Description



Position Title	<b>Senior Safety and Risk Adviser</b>
Position No	00083569
Delegation Level	004
Job Designation	Manager
Organisational Unit	Queensland Train Manufacturing Program SEQ Integration
Work Centre	Brisbane
Position Type	Temporary
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Member - PPR
Shiftworker	No
Classification (Range)	AS6 .1 - AS6 .4
Pay Scale Type	ASPT
Reports to Position	Manager QTMP Rail Safety & Accreditation

## 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

Provide specialist safety and risk advice and support to the Queensland Train Manufacturing Program (QTMP) team in the development of safety and risk process, procedures and management plans associated with the delivery of the QTMP.

## Position Responsibilities

1. Support the design, implementation, evaluation and continuous improvement of safety and risk management frameworks and plans, inclusive of methodologies, systems, processes and procedures.
2. Develop Queensland Rail project safety documentation and support the implementation of project safety requirements across QTMP.
3. Lead the development and implementation of Queensland Rail safety assurance plans.
4. Conduct audits, observations, inspections, documentation reviews and incident investigations, in accordance with approved assurance processes, to ensure compliance with safety, environmental and risk management requirements and provide reports and recommendations for continual improvement.
5. Support the development and implementation of Queensland Rail integrated risk registers and risk management plans and facilitate risk assessments.
6. Work with Corporate Safety team to ensure safety processes and procedures utilised are in alignment with Queensland Rail's standards, policies and procedures.
7. Ensure safety risks are identified and addressed and compliance with safety legislation and Queensland Rail's Safety and Environment Management System is managed.
8. Drive the implementation of safety strategies and systems to improve the safety performance and reporting within QTMP.

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## **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;

## **What is the key selection criteria**

1. Extensive knowledge of WH&S Legislation, Rail Safety Acts and Regulations, Queensland Rail SMS core standards, Safeworking procedures and practices/principles in risk management.
2. High level of skill in developing concise, timely, trend analysis, safety interface plans and reports.
3. High level of communication and interpersonal skills to engage effectively with management and staff and deliver quality safety outcomes.
4. Substantial knowledge of enterprise wide risk management processes, assurance principles and compliance methodologies, relating to Work Health and Safety, Rail Safety and Environment legislation and related ISO and AS/NZS standards.
5. Substantial level of analytical, problem solving, interpersonal and communication skills including the ability to think and work strategically.
6. Substantial level of skills in investigations and report writing, particularly related to safety, accidents and unsafe work practices.
7. 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.