Position Description



Position Title	**Manager Commercial and Contracts Major Projects**
Position No	00090877
Delegation Level	005
Job Designation	Manager
Organisational Unit	Program Services
Work Centre	Brisbane
Position Type	Temporary
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Functional Expert
Shiftworker	No
Classification (Range)	Contract
Pay Scale Type	Contract
Reports to Position	SM Commercial & Contracts Major Projects

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

Lead and manage the contractual and commercial items relating to Major Projects; specifically surrounding City Projects, ensuring commercial, contractual and regulatory compliance.

Position Responsibilities

1. Build and maintain the ongoing engagement and management of critical internal and external stakeholder relationships (including Queensland Government and other external bodies) associated with the major projects to allow for strategic business critical decisions.
2. Take primary accountability for the management and enhancement of strategic supplier/proponent and government relationships to maximise commercial and contractual benefits.
3. Lead the negotiation and successfully navigate the governance obligations of Queensland Rail to attain formal sign off of major project agreements.
4. Actively manage legislative, contractual, governance and regulatory compliance through the life of the major projects to ensure risk mitigation and benefit realisation related to the various agreements in place for the major projects.
5. Prepare detailed analysis and advice on current practice and best practice to support strategic decision making on both commercial items and contractual agreements.
6. Provide leadership and direction to team members to ensure effective support while providing strategic advice and an escalation point on evaluation of contractual and commercial issues.
7. Lead and develop operational funding streams and whole of life funding requirements for major project commercial obligations ensuring the recommended decisions are commercially astute.
8. Develop asset handover requirements, maintenance agreements and lead the ongoing management of relevant contracts to ensure Queensland



Rail is best placed during both the delivery of the project and post implementation.

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;
- Attend further training as required;
- Travel interstate and intrastate as required;
- Work outside normal working hours;
- Undergo annual performance appraisal.

What is the key selection criteria

1. High Level of skill in managing a contract management and commercial team providing a commercial and customer focused service to relevant areas within the business.
2. High level of influencing, interpersonal, consultation, relationship building and negotiation skills that build and sustain productive relationships and partnerships.
3. High level of skill in the successful negotiation, implementation and ongoing management of complex Government and Commercial arrangements, such as Rail Alliances, as well as other forms of contract agreements and associate Deeds.
4. High level of conceptual, analytical and problem solving skills; particularly in relation to developing and maintaining contracts and commercial agreements while continuing to assess performance and provide advice to key stakeholders.
5. Extensive knowledge of legislation, governance, regulatory and other contractual requirements in a commercial environment.
6. Knowledge of and willingness to commit to and work within Queensland Rails's Value 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.