

Position Description



Position Title	Team Leader
Position No	00065992
Delegation Level	007
Job Designation	Team Leader
Organisational Unit	Cairns Track Team
	Regional Assets
Work Centre	Cairns
Position Type	Permanent
Rail Safety Worker	Yes
Medical Fitness Standard	NHS Cat 1 High Level SCW
Performance Plan Type	Team Leader
Shiftworker	No
Classification (Range)	CI2 .4 - CI3 .1
Pay Scale Type	Network Maintenance
Reports to Position	Track Maintenance Supervisor

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 Track 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 track 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;
- Work outdoors in and around track equipment;
- Operate in an autonomous manner with broad direction being given from immediate manager;
- Be available for call-outs outside normal working hours;

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- Be available for emergency response;
- Supervise the operations during working hours as per the Enterprise Agreement;
- Attend training as directed and monitor the training requirements of the workgroup;
- Co-ordinate the operations of the delegated workgroup.

What is the key selection criteria

1. Substantial level of resource management skills including supervision of track maintenance/construction activities and work planning.
2. Substantial leadership, people management and negotiation skills.
3. Substantial knowledge of track 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

Blue Certificate to Operate relevant class of machine (Class 1, 2, 3, 4, 5).

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
Face shield (Lift up shield)
Eye Protection
Hearing Protection
Hand Protection
High Visibility Clothing
Safety Footwear
Sunscreen SPF 15+

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.