

# Position Description



Position Title	<b>Interface Design Manager</b>
Position No	00073120
Delegation Level	006
Job Designation	Manager
Organisational Unit	Commercial and Contracts Regional Assets
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Member/Tech Prof
Shiftworker	No
Classification (Range)	AS7 .1 - AS7 .4
Pay Scale Type	ASPT
Reports to Position	Senior Manager Commercial and Contracts

## **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 Interface Design Management services throughout the project life cycle and manage multidiscipline design teams in delivering the design aspects of complex, multi-disciplinary projects to support Queensland Rail in delivering quality, commercially focused railway infrastructure solutions for Queensland Rail.

## **Position Responsibilities**

1. Coordinate engineering, and architectural design and construction planning professionals, in addition to managing and manage external resources in project- based teams to achieve optimum design outcomes. Responsible for overseeing multi display design requirements across nominated projects ensuring safety in design, QR compliance and value engineering are considered.
2. Provide infrastructure design scope and planning services during all stages of a project to complete projects against specified Key Performance Indicators, taking into account scope, budget, timeframes, quality, risk management and safety considerations. Ensure all interfaces with new and existing QR assets are considered in design development.
3. Engage, oversee and manage consultants and designers ensuring all requirements of the engagement are met to the satisfaction of Queensland Rail and that the design is fully coordinated across the project.
4. Lead the development and implementation of the design by ensuring all necessary activities are carried out, including without limitation Design reviews & approvals, meetings, scope/ design changes, budget monitoring, scheduling and reporting.
5. Participate in, co-ordinate and manage where applicable tender and contract activities including without limitation vendor panel

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selection, tender evaluation, along with variation and invoice management.

6. Plan and deliver to the project a complete and fully coordinated multi-disciplined design package with relevant certifications, drawings and documentation ready for tender, ensuring all necessary reviews and approvals are carried out and in place prior to issue.
7. Ensure compliance with risk management, safety, operational and environmental legislation, regulations and practices.
8. Comply with the Queensland Rail Projects Delivery applicable governance, principles, business rules and practises.
9. Responsible to ensure strong stakeholder relationships between project teams and design teams to achieve beneficial outcomes for Queensland Rail.

## **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. High level of skill in managing and coordinating multi-disciplined design teams for complex rail infrastructure projects or similar.
2. High level of skill in administering multi-disciplined consultant agreements.
3. High level of skill in leading the delivery of business focused technical/professional design management solutions that deliver commercial outcomes specialising in at least one area of practice:
  - design, asset management, infrastructure maintenance, construction and supervision.
4. High level of skill in relationship management and communication.
5. Extensive knowledge of railway transport operations, construction, maintenance and safety standards.
6. Extensive knowledge of design and engineering requirements on rail infrastructure works or similar.
7. High level of skill in meeting statutory, regulatory and policy obligations, particularly relation to satisfy the safety, environment, contract processes in a commercially focused business.
8. 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.

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## **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.