

# Position Description



Position Title	<b>Specialist Rail Trainer</b>
Position No	00076148
Delegation Level	006
Job Designation	Snr Learning Delivery Adviser
Organisational Unit	Technical Rail Training SEQ Safety Risk & Assurance
Work Centre	Yandina
Position Type	Permanent
Rail Safety Worker	Yes
Medical Fitness Standard	NHS Cat 3 ATTP
Performance Plan Type	Tech Professional Expert
Shiftworker	No
Classification (Range)	ET5 ELA .2 - ET5 ELA .3
Pay Scale Type	Network E & T
Reports to Position	Team Leader Technical Rail Training

## 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

To prepare and deliver technical specialist rail training and associated assessment (both classroom and field-based) and support activities to ensure Queensland Rail employees and contractors are safe, competent to perform their role, and compliant with legislative, regulatory and Enterprise requirements.

## Position Responsibilities

1. Prepare and deliver training programs and assessment activities in accordance with relevant and approved capability and competency frameworks, relevant legislative, regulatory or Enterprise requirements, appropriate trade qualifications/certifications, and Safeworking specification, if applicable.
2. Provide technical, specialist knowledge and information to support the design, development, review, and maintenance of learning packages and resources that comply with relevant quality and assurance standards and specifications, and all relevant legislative, regulatory and Enterprise training requirements and competency frameworks.
3. Assess and record learners' knowledge and understanding of learning content utilising agreed assessment methods and provide to the relevant RTO and other regulatory bodies as required.
4. Support the Training Program and Support Officer by providing advice and guidance to the workplace managers of apprentices or trainees around their development and progression.
5. Complete LMS trainer and assessor data entry and maintain records of training and competency activities in relevant records management systems.
6. Support efficiency and effectiveness in learning practices by challenging traditional thinking and participating in the adoption of

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the 70:20:10 learning model and the application of contemporary learning solutions.

7. Build and maintain positive, effective relationships with managers and learners to facilitate their understanding of 70:20:10 and to promote a culture of continuous learning.
8. Maintain training and discipline specific and rail safety competence through professional development, and industry currency.

## 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;
- Be available to travel
- Be required to work with little direct supervision and perform work outside normal working hours if required.

## What is the key selection criteria

1. High level of skill and capability in planning and delivering effective rail specialist and safety learning programs to achieve targeted learning outcomes that meet client needs, expectations and compliance requirements.
2. Extensive knowledge in a specialist rail discipline and rail safety.
3. High level of interpersonal, consultation, and negotiation skills.
4. High level of planning and organisational skills with regard to the implementation of training and assessment plans and programs.
5. High level of skill in problem solving to influence effective decision making.
6. Substantial knowledge of the Australian Quality Training Framework (AQTF), adult learning concepts and evaluation, and training processes relevant to vocational, post-compulsory education and training within an RTO.
7. Substantial skills in PC based applications and relevant corporate databases and records management systems.
8. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours.

## Pre-employment Checks:

Not Applicable

## Pre-employment Qualifications:

### What qualifications do I need to hold prior to applying for the position?:

- 40003802 Provide CPR 12 Mths
- 20300281 Nat Drv Lic C (Qld A < 09.04.96)
- 40010252 G\_Cert IV Rail Signalling
- 40010051 G\_Electrical Mechanic Licence

## Mandatory Qualifications (If not already held, I will gain these when in position)

- 40007588 All Aboard
- 30000912 Communications (QNRP)
- 30000908 Safely Access the Rail Corridor (QNRP)
- 40006426 Apply Fatigue Management Strategies
- 40001627 Building Emergency Procedures
- 40003803 Provide First Aid
- 40010410 Safety Comes First Always Workshop
- 40009729 Delivering a Pre-Start Briefing Network

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40008876 Working in the Electrified Territory  
40003357 Low Voltage Rescue (12 Mths)  
40008657 NHS Cat 3 ATTP  
40011268 G\_TAE Cert IV Training & Assessment  
40009807 G\_Working Safely in the Construction Ind

## **Enterprise Qualifications (If not already held, I will gain these when in position)**

40009601 Code of Conduct Refresher

## **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.