

Position Description



Position Title	Alliance Project Delivery Manager
Position No	00081860
Delegation Level	006
Job Designation	Manager
Organisational Unit	Rollingstock SEQ SEQ Assets
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Leader
Shiftworker	No
Classification (Range)	Contract
Pay Scale Type	Contract
Reports to Position	Snr Manager R'stock Project Delivery

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 provide project management and associated services on SEQ Rollingstock projects for Queensland Rail and manage project control functions for the Strategic Partnership Alliance between Downer Pty Ltd and Queensland Rail.

Position Responsibilities

1. Develop, manage, and implement project plans, including project schedules, cost plans and cash flows in line with the approved scope and budgets for passenger rollingstock projects in Alliance contracting environments.
2. Monitor and manage assessment and implementation of risk management and value engineering activities throughout the project life cycle including SEQ Rail Fusion Alliance projects.
3. Monitor and manage consultations and communications with community groups, unions, statutory authorities, Queensland Rail Major projects and internal, external alliance stakeholders in relation to the project.
4. Monitor and manage the implementation of Alliance project activities for contractors, consultants, internal and external service providers in relation to progress, cash flow and work quality to ensure they are completed to required standards, within program and budget constraints.
5. Manage the Alliance controls team to ensure regular and adhoc monthly reporting to Management and RFA Program Managers on project progress, with particular emphasis on actual and potential variations and Adjustment events to cost, time or quality.
6. Develop and implement remedial actions to cope with unexpected contingencies, including preparation of Alliance project approval resubmissions and Queensland Rail Governance resubmissions where



necessary.

7. Build relationships with Queensland Rail business units, government bodies, external providers, Alliance partners and Queensland Rail staff to streamline necessary approvals and documentation for capital works projects, negotiate commitments and signoffs from the relevant Queensland Rail stakeholders.
8. Lead the SEQ project control functions for the Strategic Partnership Alliance using resources from both Downer and Queensland Rail to determine resource requirements and develop, implement and monitor effective strategies required to support the delivery of the SEQ project control functions for the Strategic Partnership Alliance. Functions include, Scheduling, Commercial and Accounting.
9. Lead the development, implementation, monitoring and reporting for project schedules, Project Accounting and Commercial activities using Alliance resources across the full life cycle of the project including the finalisation of projects on completion, including transfer of assets, closure of project financial systems, submitting to project audit and review where required and the preparation of final project reports for Management.

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 the application of project management methodologies within a multidisciplinary project management environment in accordance with recognised best practice project management methods inc development of work package proposals, target out turn costs, delivery schedules, risk, pain share, gain share arrangements.
2. High level of skill in developing and managing budgets for multi-disciplinary projects.
3. Extensive knowledge of procurement processes, contract administration and design requirements associated with project works in Queensland Rail.
4. High level of skill in the leadership and management of effective teams within the delivery of Alliance delivery models.
5. Extensive knowledge of rail business and operations required for effective decision making about alliance delivery strategy, performance monitoring and governance.
6. High level of skill in the application of analytical problem-solving techniques for the purpose of leading the development of earned value reporting, progress reporting and adhoc reporting on issues resolution and progress.
7. High level of interpersonal, written and oral communication and negotiating skills that build and sustain productive relationships and partnerships with both internal and external stakeholders and Alliance partners.
8. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviors.

Pre-employment Checks:

Not Applicable

Position Description



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

40007588 Wunya Induction
40001627 Building Emergency Procedures

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

40009601 Code of Conduct Refresher
40006537 Rail Safety Awareness

Work Group Qualifications (If not already held, I will gain these when in position)

40011176 DFV Employee Training Part 1
40012201 DFV Employee Training Part 2

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.