

Position Description



Position Title	Legal Counsel
Position No	00085862
Delegation Level	005
Job Designation	Legal Counsel
Organisational Unit	Legal and Governance
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Tech Professional Expert
Shiftworker	No
Classification (Range)	Contract
Pay Scale Type	Contract
Reports to Position	Senior Legal Counsel

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 high quality, timely and cost effective legal advice in relation to Queensland Rail's activities to ensure that they are conducted within the limits prescribed by law and that Queensland Rail's rights are fully protected.

Position Responsibilities

1. Provide practical, timely, commercially focussed legal advice in a dynamic and changing integrated passenger and rail infrastructure environment through effective strategy formulation, customer, business partner and stakeholder engagement and financial and commercial excellence.
2. In consultation with relevant parties initiate, research, develop, draft, amend and monitor business contracts (Internal and External) across the company, including drafting of legal documents and creation of Queensland Rail precedent documents.
3. Develop and maintain professional relationships at all levels with internal and external stakeholders, including advising and managing external legal advisors to provide maximum value to Queensland Rail.
4. Develop strategies to manage the progression of litigation matters, including identifying legal and non-legal risks and developing solutions to minimise any identified risk.
5. Work as part of a commercially focussed multi-disciplinary legal team to ensure consistent, high quality legal advice is delivered across the business and encourage knowledge transfer.
6. Advise on legislation affecting the business and assets and seek to ensure Queensland Rail complies with its legal obligations and achieves objectives consistent with the law.
7. Oversee the continual review and development of precedent documents and legal compliance systems and processes to ensure that

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- best practice methodologies and templates are utilised.
8. Provide support to the General Counsel, Deputy General Counsel and management to seek to ensure that the strategic objectives of Queensland Rail are implemented.
 9. Achieve Queensland Rail's business targets, objectives, performance measures and safety responsibilities by continually seeking to implement business performance improvement initiatives.

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 influencing, interpersonal, consultation, relationship building and negotiation skills that build and sustain productive relationships and partnerships.
2. Extensive level of knowledge of relevant laws as they relate to Queensland Rail's business generally.
3. High level of skill in drafting a broad range of legal agreements and providing advice in relation to the interpretation of legal agreements.
4. High level of skill in providing practical legal advice and managing litigation on a range of complex issues.
5. 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?:

Admission as a Solicitor of the Supreme Court of Queensland.
Practising Certificate to practice law in Queensland.
30000145 Practising Cert Qld Law Society

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.