

Position Description



Position Title	Principal Risk & Assurance Adviser
Position No	00071537
Delegation Level	005
Job Designation	Adviser
Organisational Unit	Enterprise Assurance & Insights Risk, Assurance & Compliance
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	Manager Enterprise Risk Management

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

Contribute to the development, integration, and continuous improvement of Queensland Rail's Risk, Assurance and Compliance Management Systems, data insights and culture. Promote alignment of risk, assurance, and compliance governance and support business leaders to embed effective practices, uplift capability and strengthen risk culture driving positive outcomes in support of safety, customer, people, commercial performance and community engagement.

Position Responsibilities

1. Contribute to the development, implementation and continuous improvement of Queensland Rail's Risk, Assurance and Compliance Management Systems, including frameworks, tools, policies, programs, plans and digital solutions, ensuring ongoing monitoring and maturity progression aligned with legislative obligations and strategic business needs.
2. Provide high-level strategic advice on risk, assurance and compliance management by leveraging industry benchmarks, regulatory expectations, and data-driven insights, to support continuous improvement initiatives that enhance governance effectiveness and inform enterprise decision-making.
3. Support high-quality, insightful, reports for the Executive Risk Committee and Audit and Risk Committee, delivering actionable intelligence on strategic and emerging risks, key indicators, risk appetite, and the impacts of major projects and business changes on Queensland Rail's overall risk profile.
4. Support the development and implementation of simplified, efficient digital solutions for risk, assurance and compliance management by contributing to stakeholder engagement, training, embedding of practices, and data analysis to enable informed decision-making and enhance system effectiveness.
5. Identify and assess strategic and operational risk opportunities arising from internal development, regulatory changes, and industry trends, providing targeted, impact-focussed advice on mitigation strategies and

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- business implications across programs, projects and business units.
6. Lead initiatives to enhance, implement, and embed improvements in the Risk Management System, including process redesign and user-centric configuration updates to ensure solutions are fit-for-purpose and effectively support operational and strategic objectives.
 7. Lead, coach, and mentor risk professionals to build organisational capability and foster a proactive risk culture while coordinating efforts to embed an integrated and consistent approach to risk management across the enterprise.
 8. Interpret and apply relevant legislation, regulations, and codes to guide business operations and ensure compliance while providing expert advice to support regulatory alignment, manage risk, and uphold Queensland Rail's governance and safety obligations.
 9. Undertake additional duties and responsibilities related to the Risk, Assurance & Compliance team as required, contributing flexibly to the team objectives and organisational priorities.

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. Extensive knowledge of enterprise Risk, Assurance and Compliance Management Systems, principles, and contemporary practices, with demonstrated ability to develop, implement and embed efficient and integrated solutions that support the organisation objectives.
2. High interpersonal, consultation, and stakeholder engagement skills, with the ability to influence, build and sustain trust and drive adoption of risk, assurance and compliance models across diverse business areas.
3. High level of skill in analysing, interpreting, and translating complex data sets into actionable insights to inform enterprise risk reporting and support business decision-making.
4. High level of skill in developing and delivering user-centred solutions and training that embed risk, assurance and compliance practices and build organisational capability.
5. High level of skill in managing projects and change initiatives related to risk, assurance and compliance systems, process improvements, and capability uplift.
6. Substantial knowledge of identification, assessment, and mitigation approaches, including understanding regulatory and organisational impacts on systems and processes.
7. 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.

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**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.