

# Position Description



Position Title	<b>Supply Chain Planner</b>
Position No	00088139
Delegation Level	006
Job Designation	Planner
Organisational Unit	Supply Chain Transformation Supply Chain and Corporate Services
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Member - PPR
Shiftworker	No
Classification (Range)	AS5 .1 - AS5 .4
Pay Scale Type	ASPT
Reports to Position	Supply Chain Planning Lead

## 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

Support the strategic alignment of supply chain and demand planning by collaborating on comprehensive long-term demand plans, business plans, and inventory plans.

## Position Responsibilities

1. Support the development and implementation of rolling 12+ month demand plans, ensuring alignment with long-term supply and financial strategies.
2. Align all plans with strategic growth and operational efficiency goals as directed.
3. Collaborate closely with key stakeholders across Queensland Rail, including operational and finance teams, to ensure cohesive planning.
4. Support opportunities for process improvements and capability uplift within demand planning, business planning, and inventory management, recommending enhancements to drive efficiency and effectiveness.
5. Support supply chain management initiatives through ensuring demand planning and inventory planning are integrated into the broader supply chain strategy.

## 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;
- Undertake further training and development;
- Operate in an autonomous manner within broad guidelines;
- Maintain professional skills relevant to the position;
- Travel intrastate or interstate as required.

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## What is the key selection criteria

1. High-level of analytical skills with the ability to synthesise complex data and generate actionable recommendations for demand and inventory planning.
2. Substantial level of skill in developing and managing demand plans, with a high-level understanding of forecasting techniques and market analysis.
3. Substantial level of interpersonal and communication skills, with the ability to effectively engage cross-functional to drive planning initiatives.
4. Substantial level of skill in integrating budget and financial planning into strategic business plans.
5. Substantial knowledge of supply chain management principles and practices, including experience in continuous improvement methodologies and material requirements planning (MRP).
6. 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.

## 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.