

Position Description



Position Title	Driver in Charge
Position No	00009124
Delegation Level	006
Job Designation	Driver In Charge - Cairns
Organisational Unit	Traincrew - Cairns Regional Operations
Work Centre	Cairns
Position Type	Permanent
Rail Safety Worker	Yes
Medical Fitness Standard	NHS Cat 1 High Level SCW
Performance Plan Type	Tech Professional Expert
Shiftworker	Yes
Classification (Range)	DIC .4 - DIC .4
Pay Scale Type	PSG T'crew Traveltrn
Reports to Position	Regional TSD Manager (North)

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 coaching and mentoring and assessment to Regional Train Service Delivery (TSD) Traincrew as well as promote a professional culture and customer service through the monitoring of compliance of standards, practices and procedures from a train management perspective and continually improving strategies which strive for and achieve best crewing practice.

Position Responsibilities

1. Manage, mentor, coach and support staff to encourage a positive work attitude, professional team culture, dedication to continuous improvement and a commitment to superior customer service.
2. Develop, implement and continually refine work practices, processes and procedures which promote greater operational performance.
3. Maintain effective communication links in liaising between Senior Managers, Business Groups, Traincrew, Unions and relevant operations Personnel.
4. Manage competency based training, accreditation and assessment to ensure Traincrew's competency levels and performance are of the highest standard.
5. Maintain driving skills by periodically performing the duties of a Locomotive Driver.
6. Provide operational support and response to day to day operations of incidents in accordance with Queensland Rail's Safety Management System.
7. Conduct in-depth investigations into operational accidents and incidents in accordance with accredited procedures and methods.
8. Conduct competency based assessments to ensure Traincrew compliance and competence; including undertaking Driver Summative assessments and compliance monitoring.



9. Review proposed changes to operational procedures/rules, documents and/or processes relative to Regional TSD Operations.

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;
- Comply with Queensland Rail's Traincrew Enterprise Agreement;
- Work irregular hours when necessary to meet business requirements;
- Travel Intrastate as required.

What is the key selection criteria

1. High level of leadership, coaching and mentoring skills to encourage the participation, teamwork, trust and continual learning necessary for developing a competent and motivated workforce.
2. High level of skill in the development and implementation of strategies for the effective utilisation of Traincrew and management of employee performance and instigation of workplace change.
3. High level of train driving skills in the application of Safeworking, train management, traction, route, Emergency Management and fault analysis relevant to Regional TSD Operations.
4. Extensive knowledge of Queensland Rail's SEMS; including procedures and instructions that pertain to Regional TSD Operations.
5. High Oral, written, interpersonal and conflict resolution skills.
6. High level of problem solving and decision making skills, including gathering, investigating, integrating and reporting information.
7. Knowledge of HR processes, workplace agreements, safety standards and competency based training and assessment frameworks which impact on traincrew ability to meet regional train service delivery objectives.
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?:

20300281 Nat Drv Lic C (Qld A < 09.04.96)

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.