

Position Description



Position Title	Operations and Project Interface Manager
Position No	00077319
Delegation Level	005
Job Designation	Manager
Organisational Unit	Systems & Governance
	Rail Safety
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	Snr Mgr Rail Safety and Accreditation

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 manage the interface between the Rail Safety and Accreditation team and operational and project teams within Queensland Rail to ensure visibility of business as usual activities, changes and projects that impact rail safety risk, ensure appropriate subject matter expert involvement in assessing and managing that risk, and providing advice and assistance in delivering outcomes that improve the overall rail safety risk profile.

Position Responsibilities

1. Be the lead agent for the interface between the Rail Safety and Accreditation team and operational and project teams for operational rail safety risk management issues.
2. Provide expert advice to frontline, senior and executive management in relation to operational rail safety risk.
3. Facilitate initial interrogation of identified risk and change management activities.
4. Manage the interface and involvement of subject matter experts in operational rail safety, safeworking and rail safety legislation and accreditation, to deliver expert advice and practicable and effective risk management outcomes.
5. Lead improvement initiatives and activities in regard to rail safety risk and ensure all activities align with the Queensland Rail Safety Strategy program of work.
6. Develop and maintain operational safety intelligence tools for the interpretation of reliability and safety data including rail safety quantity and risk metrics.
7. Participate in relevant internal forums and meetings to contribute to, and influence controls that will mitigate operational safety incidents, and ensure appropriate information flow to the Manager

Position Description



- Rail Safety Systems and the Rail Safety Accreditation Manager.
8. Conduct relevant research and benchmarking in order to ensure Queensland Rail's performance and strategy is aligned to risk and contemporary safety management practices.
 9. Maintain oversight of, and actively influence risk registers and related controls in terms of their effectiveness in operational rail safety risk management.
 10. Participate in and review reports arising from Rail Safety incident investigations and undertake the appropriate coding of contributing factors.

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 and experience in the rail industry with particular focus on railway operations
2. High level of skill in risk management.
3. High level of skill in development, implementation, monitoring and review of risk reduction strategies at an enterprise level.
4. Extensive experience in project management and leading change management programmes at an enterprise level that accounts for operational requirements of both a rail infrastructure manager and rollingstock operator.
5. High level of written and verbal communication skill, facilitation skills, influencing and negotiation skills.
6. High level of skill in stakeholder engagement with a variety of technical and non-technical personnel including frontline workers, supervisors, managers, senior leaders and executives.
7. Knowledge of and willingness to commit to and working within Queensland Rail's values and behaviours.

Pre-employment Checks:

Not Applicable

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

- | | |
|----------|--|
| 40007588 | Wunya Induction |
| 30000908 | Safely Access the Rail Corridor (QNRP) |
| 40001627 | Building Emergency Procedures |
| 40008876 | Working in the Electrified Territory |

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

- | | |
|----------|---------------------------|
| 40009601 | Code of Conduct Refresher |
| 30000835 | Local Induct |
| 40013480 | Fraud Awareness Induction |
| 40006537 | Rail Safety Awareness |

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.

Position Description

**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.