

Position Description



Position Title	Project Safety Adviser
Position No	00087157
Delegation Level	006
Job Designation	Adviser
Organisational Unit	Construction Safety Management Program Services
Work Centre	Brisbane
Position Type	Temporary
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Tech Professional Expert
Shiftworker	No
Classification (Range)	AS6 .1 - AS6 .4
Pay Scale Type	ASPT
Reports to Position	Construction Safety Lead (South)

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 advice and support to MPERS project portfolio in relation to work carried out by workers, including contractors and consultants to ensure compliance with Queensland Rail safety and environment management requirements.

Position Responsibilities

1. Support managers to develop appropriate safety strategies and processes to maximise employee safety performance to achieve strategic safety objectives.
2. Review all safety documentation submitted by contractors and consultants for compliance with Queensland Rail and legislative requirements and monitor the implementation of control measures for Safe Work Method Statements and obligations specified in Safety Management Plans.
3. Report on construction safety and environmental performance by contractors and consultants, and provide recommendations on any unsafe acts, work practices, conditions, procedures or operations ensuring recommendations are implemented.
4. Influence, coach and provide expert advice to Managers on complex safety and risk issues to build safety capability within the project management personnel and achieve safe "best for project" outcomes in Queensland Rail "brownfield" and "greenfield" operational environments.
5. Undertake inspections and audits of construction and contract worksites, including documentation reviews, to ensure compliance with contract safety and environmental requirements.
6. Undertake incident investigations as requested for incidents involving contractors or consultants engaged to do work for Projects.

Position Description



7. Develop and maintain construction safety and environmental systems to ensure compliance with current relevant Workplace Health and Safety (WH&S), Electrical, Rail Safety and Environmental legislation and Queensland Rail's Governance and Management Framework.
8. Develop and maintain systems to ensure all training requirements are completed by internal and external work providers and records of such are maintained.
9. Provide reports on contractor and consultant safety performance, and assist in any audits undertaken into contractor safety management systems, processes and performance.
10. Assist Project teams in:-
 - Preparation of project plans;
 - Implementation of project plans;
 - Preparation of specific work procedures;
 - Training and coaching in the use of plans and procedures;
 - Completion and reviewing of work procedures;
 - Liaising with staff and clients on Work Health and Safety and Rail Safety matters;
 - Budgeting for and cost control of safety management on projects.

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;
- Travel and work throughout the state where required;
- Attend training and further personal development;
- Attend call-outs and work outside normal working hours where required.

What is the key selection criteria

1. High level of skill in developing and implementing construction safety and environmental management systems that comply with current legislative requirements and Queensland Rail's Governance and Management Framework.
2. High level of communication and interpersonal skills.
3. High level of skill in conducting workplace safety, rail safety and environmental related investigations and audits.
4. High level of skill in developing, maintaining and delivering safety and other training or educational programs.
5. Extensive knowledge of contemporary safety and rail safety practices and the ability to apply these practices within the business.
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.

Position Description



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.