

# Position Description



Position Title	<b>Senior Business Analyst (QTMP)</b>
Position No	00087370
Delegation Level	005
Job Designation	Manager
Organisational Unit	Queensland Train Manufacturing Program SEQ Integration
Work Centre	Brisbane Centra
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	Systems Integration Manager

## 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 expert business analysis and technical skills to deliver process analysis and documentation for the delivery of Queensland Train Manufacturing Program (QTMP) for the integration of the solutions and associated technology deliverables. The role will play a key role to support activities across workstreams as the project progresses through the design and software development lifecycles.

## Position Responsibilities

1. Identify, develop and manage requirements and ensure they are managed, documented and incorporated into the solutions definition to support the implementation and readiness of the solutions in accordance with the requirements of QTMP and business customers.
2. Develop and maintain relationships with internal and external stakeholders and take a central role in complex cross-business activities using influence to maximise outcomes.
3. To define, develop and produce "as is" and "to be" modeling across the various stakeholder groups including relevant Queensland Rail#s business groups and external parties.
4. Understand business impacts of the to-be processes and participate in assisting in the co-ordination of internal resources in the development of business readiness activities, business continuity and contingency planning and to assist in cut-over plans, standard operating procedures and knowledge transition procedures.
5. Develop an understanding of the solution and support testing preparation and delivery activities and provide support in the analysis of end-user feedback during testing.
6. Support the development and management of a diverse program of works and methodologies to enable the successful implementation, integration, modification and operation of the systems and subsystems

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required to successfully deliver the QTMP project in a complex rail environment.

## **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;
- Maintaining awareness of technology advances;
- Ensuring that skills and competencies are kept relevant;
- Demonstrating "team-player" behaviours through sharing of skills.

## **What is the key selection criteria**

1. High level of analytical and problem-solving skills to provide solutions that deliver value to QTMP and Queensland Rail.
2. Extensive knowledge and experience in documenting requirements and proposed solutions of operational business areas and support the implementation of fit-for-purpose ICT solutions.
3. Extensive knowledge and experience in process analysis associated with the integration and development of rollingstock systems and critical business information systems to support operational & maintenance management implementation and operational changes.
4. High level of interpersonal, negotiation, oral and written communication skills including comprehending, synthesising, translating and articulating complex issues to develop and maintain effective business relationships with key internal and external stakeholders.
5. Experience with Business Analysis methodologies and tools, e.g. Business Process Modelling using BPMN, use cases, UML.
6. Knowledge of and willingness to commit to and work 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
- 40001627 Building Emergency Procedures

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

- 40009601 Code of Conduct Refresher
- 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.

## **Personal Protective Equipment needs:**

Refer to relevant business instructions.

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## 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.