

Position Description



Position Title	Program Delivery Manager - CRR Operational Readiness
Position No	00080526
Delegation Level	005
Job Designation	Manager
Organisational Unit	CRR Op Readiness & Integration SEQ Integration
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Member/Tech Prof
Shiftworker	No
Classification (Range)	Contract
Pay Scale Type	Contract
Reports to Position	SM Ops Readiness and Integration

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

Lead the program management (safely, on time, minimising risk and ensuring quality outcomes) of operational readiness for multi-disciplinary projects within a multi-billion dollar program.

Position Responsibilities

1. Lead the program management of operational readiness for multi-disciplinary projects through a team of program and project professionals, ensuring safety, time, risk and quality outcomes meet business objectives and expectations.
2. Provide leadership and direction to ensure alignment in program strategy, delivery strategy, project management capability and allocations.
3. Develop and implement a strategic program plan, and monitor and report on program status and outcomes to meet the diverse range of business, client and stakeholder requirements.
4. Lead, embed and assure prescribed governance, principles, business rules and practices are followed, including development and refinement as required to support effective operation of the function.
5. Perform staff management duties in relation to HR and business requirements, such as on-boarding, performance review, performance management, and identification of team development needs.
6. Ensure stakeholder expectations and multi-disciplinary interfaces are managed including; internal delivery, outsourced work, delivery partners, and government agencies.
7. Develop a resource strategy, and oversee and support the program teams resource and capability requirements.
8. Ensure assurance aligned to key business and projects risk is

Position Description



carried out across the delivery of the program.

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. High level of skill in the delivery of all aspects of program and project management within a complex operating environment including the management of risk and project assurance which are key to successful delivery.
2. High level of skill in the leadership and management of staff and ability to provide direction and inspire and motivate others .
3. High level of skill in all forms of communications to effectively engage, build relationships, negotiate and consult on complex issues with both internal and external stakeholders and clients.
4. High level of skill in effective decision making for program delivery strategy, performance monitoring and governance.
5. Extensive knowledge of relevant policy and legislation impacting on the provision of programs and projects in a railway or similar environment.
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.