

Position Description



Position Title	Security Risk and Education Adviser
Position No	00073618
Delegation Level	006
Job Designation	Adviser
Organisational Unit	Security Risk and Education Unit
	SEQ Operations
Work Centre	Roma Street
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)	AS5 .1 - AS5 .4
Pay Scale Type	ASPT
Reports to Position	Security Risk and Education Team Leader

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 implement and maintain protective security risk management and education strategies for Queensland Rail in order to comply with legislative, assurance and policy requirements and to address the specific needs of Queensland Rail relating to the protection of its staff, information, assets and operations.

Position Responsibilities

1. Produce security risk assessments and protective security reviews for Queensland Rail as part of the Security Risk Program of Work.
2. Assist in the development and implementation of security risk based strategies designed to reduce the frequency and severity of security incidents occurring across the network.
3. Develop and deliver threat based security and counter terrorism education packages to Queensland Rail employees, aligning to national/international guidelines, and consideration for Australian Skills Quality Authority (ASQA) standards (where national units of competency apply).
4. Provide specialist protective security advice to Queensland Rail employees on any operational security issue.
5. Provide detailed protective security advice to new and existing development or upgrade projects to ensure protective security considerations are included at the commencement of projects.
6. Liaise and negotiate with key stakeholders in regards to security risk management issues and the implementation of security initiatives.
7. Assist, as required, in matters directly related to Queensland Rail's security program.

Position Description



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;
- Occasionally work outside normal business hours;
- Occasionally travel intra and inter state.

What is the key selection criteria

1. High level of knowledge in security incident management processes, security risk management and counter terrorism.
2. High level of knowledge in protective security considerations as applicable to mass passenger transport industry.
3. High level of skill and experience in development and delivery of security related education and awareness products, including training programs, manuals, policies and procedures.
4. High level of interpersonal skills including the ability to conduct presentations in a formal and informal setting.
5. Substantial Knowledge and understanding of relevant security focused legislative requirements for Queensland Rail.
6. Substantial level of skill in the use of Microsoft applications, particularly Excel and Powerpoint.
7. 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.