

# Position Description



Position Title **Supply Chain Operational Planner**

Position No 00084034  
Delegation Level 006  
Job Designation Supply Chain Operational Planner  
Organisational Unit CRR Operations  
SEQ Operations  
Work Centre Brisbane  
Position Type Temporary  
Rail Safety Worker No  
Medical Fitness Standard Refer to relevant business instructions.  
Performance Plan Type Team Member - PPR  
Shiftworker No  
Classification (Range) AS5 .1 - AS5 .4  
Pay Scale Type ASPT  
Reports to Position Integrated Planning Supervisor

## 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 customer focused capacity solutions through the integration of infrastructure and network planning and yard capacity processes into the development of the Operational Daily Train Plan for all Supply Chain Corridors and Stakeholders.

## Position Responsibilities

1. Develop, process and maintain Short Term Capacity Plans, Access Plans, Possession Plans and Access Requests for the Queensland Rail Network including marshalling yards in accordance with Operators capacity entitlements, Access Co-ordination Plans, Queensland Rail Policy, Regulation, Safety and Environmental Management Systems and other regulatory and commercial requirements.
2. Coordinate, develop and plan all possessions and train alterations to meet legislative and contractual requirements and integrate these plans into operational daily train plan.
3. Consult, negotiate and respond promptly to customers infrastructure and train scheduling requests in accordance of relevant access agreements and identify, analyse and resolve customer issues relating to the operation of services on the network in timely and efficient manner.
4. Develop and maintain mutually beneficial customer and stakeholder relationships to support business growth through identification of strategic below rail infrastructure and operational development initiatives and support the business plan development. Liaise with Supply Chain South/North customers and stakeholders to ensure business needs are met.
5. Liaise with Integrated Planning Supervisor, Network Planners, Network Control, Network Infrastructure and supply chain stakeholders to ensure the allocation of maintenance windows and track possessions



are in accordance with the Possession Protocols and meet the requirements of the Network Maintenance Plan.

6. Develop and Provide Short Term Train Plan Diagrams and train notices to the Business Operations Service Centre and assist in the rescheduling of services following a disruption on the network.
7. Promote the concepts of integrated supply chain planning and identify and implement throughput opportunities to provide additional benefit to all supply chain stakeholders.

### **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 Queensland Rail's Governance and Management Framework and legislative obligations as they apply to train planning, infrastructure planning and yard capacity planning.
2. High level of skill in preparing and implementing customer focused integrated train plans, possession plans and yard capacity plans.
3. Substantial level of analytical and operational problem solving skills.
4. Substantial level of skill in the use of Queensland Rail's operational and scheduling systems and appropriate software systems.
5. Substantial consultation, negotiation and interpersonal skills.
6. Substantial skill in working autonomously, showing initiative and contributing in a team environment.
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.