

Position Description



Position Title	SEQ Assets Delivery Manager
Position No	00088932
Delegation Level	004
Job Designation	Manager
Organisational Unit	SEQ Assets
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	
Shiftworker	No
Classification (Range)	Contract
Pay Scale Type	Contract
Reports to Position	Executive General Manager SEQ Assets

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 strategic advice to the EGM SEQ Assets on matters related to, governance, business performance, strategic planning, assurance and risk management, reporting, and strategic planning. Oversee the integration of business transformation initiatives within SEQ Assets to maximise value for internal and external stakeholders, ensuring alignment with the organisation's strategic objectives.

Position Responsibilities

1. Lead the development, implementation and monitoring of SEQ Assets' strategy, business planning cycle, and associated programs of work.
2. Drive business process improvements, including business case development and driving change management activity, ensuring alignment with corporate standards and collaboration with enabling functions.
3. Oversee the quality assurance and timely submission of all Board and Committee papers on behalf of SEQ Assets.
4. Manage and report on key projects and programs, acting as the primary contact for updates and stakeholder engagement for SEQ Assets.
5. Facilitate strategic analysis, reporting, and decision support to optimise operational resource use and identify continuous improvement opportunities.
6. Champion core business delivery improvements and maintain a strong focus on customer-centric service delivery.
7. Act as a key member of the SEQ Assets Leadership team.
8. Represent SEQ Assets in internal and external forums, while leading strategic readiness planning, stakeholder engagement, and risk, safety, and assurance integration. and external Forums as a delegate of the EGM SEQ Assets.

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;

What is the key selection criteria

1. High level of skill in directing major project initiatives against a backdrop of significant organisational change.
2. High level of project management and research skills at senior management level within a multi-disciplinary operational management environment in relation to complex and integrated administration, change management, information and business systems and strategies.
3. High level of influencing skills to partner with, coach and advise executives, senior leaders, operational leaders and frontline leaders to achieve strategic, tactical and operational objectives.
4. High written and oral communication, interpersonal, negotiation and consultation skills.
5. High level of conceptual, analytical and problem solving skills, particularly in relation to the identification and evaluation of complex business, financial, commercial, strategic and risk management advice to key decision makers.
6. High level of skill in preparing and presenting plans and executive papers.
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.