

Position Description



Position Title	Survey Assistant
Position No	00014685
Delegation Level	007
Job Designation	Survey Assistant Grade II
Organisational Unit	Surveying SEQ Assets
Work Centre	Mayne
Position Type	Permanent
Rail Safety Worker	Yes
Medical Fitness Standard	NHS Cat 3 ATTP
Performance Plan Type	Team Member/Tech Prof
Shiftworker	No
Classification (Range)	AS2 .1 - AS2 .4
Pay Scale Type	ASPT
Reports to Position	Team Leader Survey

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 assist the Senior Surveyor/Engineering Surveyor to undertake their duties.

Position Responsibilities

1. Carry out accurate measuring, data recording and ground marking duties under the direction of the Senior Surveyor/Engineering Surveyor.
2. Carry out general maintenance of survey vehicles and equipment.
3. Carry out minor workshop duties relative to surveying activities.
4. Maintain cleanliness of the survey depot.

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;
- Travel intrastate;
- Work extended or unusual hours as necessary.

What is the key selection criteria

1. Substantial level of skills relative to accurate measurement, data recording and placing of ground marks.
2. Sound level of team working skills.
3. Sound level of communication skills.
4. Sound level of skills in maintenance and minor repairs of equipment.
5. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours.

Pre-employment Checks:

Not Applicable

Position Description



Pre-employment Qualifications:

What qualifications do I need to hold prior to applying for the position?:

20300281 Nat Drv Lic C (Qld A < 09.04.96)

Mandatory Qualifications (If not already held, I will gain these when in position)

40007588 Wunya Induction
40011795 PO 12mth Monitoring
30000960 PO2 TOA (QNRP) Monitor 12mth
40011794 Protection Officer (QNRP)
30000942 Protection Officer 2 TOA (QNRP)
30000908 Safely Access the Rail Corridor (QNRP)
40001627 Building Emergency Procedures
40010410 Safety Comes First Always Workshop
40009729 Delivering a Pre-Start Briefing Network
40008657 NHS Cat 3 ATTP

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

40009601 Code of Conduct Refresher
40013480 Fraud Awareness Induction

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:

Head and Face protection
Eye Protection
Hearing Protection
High Visibility Clothing
Safety Footwear
Sunscreen SPF 15+
UV Blockout

Safety Publications

Civil Engineering Publications Safepol 5
QR Weekly Notice
QR SMS - Specifications (Complete Set)
Annual Safety Plan
C.E.O.'s Safety Statement
Alcohol and Drug Policy Card
C.E.O.'s General Safety Rules
QR SMS Policy (Complete Set)
QR SMS Standards (Complete Set)

Please Note:

Queensland Rail has a random alcohol and other drug testing program.
Testing can occur anywhere, at any time, on any day.