

Role Statement



TITLE OF POSITION: RAIL MAINTENANCE WORKER

CLASSIFICATION LEVEL: INF5

Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by providing safe, effective and efficient planning, transport and infrastructure networks across the state and facilitating development of the State's Infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

DPTI is a values based organisation and relies on its people to live the values through positive behaviours to improve outcomes for employees and all South Australians.

By working together we capitalise on a unique and powerful opportunity – to connect with every part of our community and deliver positive outcomes every day.

Division

The Safety and Service Division comprises four directorates: Transport Operations, Asset Management, Infrastructure Delivery and Regulation.

This role forms part of the Asset Management Directorate / Rail Infrastructure Maintenance Section.

Role Overview

The Rail Maintenance Worker is responsible for:

- Coordinating and performing a range of maintenance and construction work which will include track protection to specified standards and safety requirements, using specialist light and heavy maintenance machinery and equipment associated with rail network assets. Ensuring the rail network is maintained to quality standards for the safe and efficient operation of public transport rail services

The role is accountable to the Unit Manager, Track, Civil & Infrastructure Maintenance, works under the general direction of workgroup Team Leaders and liaises with a range of internal and external customers, including service providers, contractors, Asset Maintenance workgroups and members of the public.

Key Outcomes of the Role

The Rail Maintenance Worker is required to undertake a wide range of activities which may include all or any of the following:

Directorate: Asset Management
Position Number: Rail Commissioner
ANZCO Code: 8216
Location: Mile End



Government of South Australia
Department of Planning,
Transport and Infrastructure

- a. Perform and deliver a range of track maintenance, construction and track protection activities in accordance with Rail Safety, WH&S and Quality standards to maintain civil infrastructure in a manner that minimises train and tram movement delays and public risk
- b. Schedule work functions and ensure resources used for field works including labour, tools, materials and equipment are available, used efficiently and are properly maintained
- c. Supervising workgroups as required, ensuring work quality and contributing to work practices and Quality Management procedures
- d. Prepare and operate a range of machinery, equipment and/or facilities and provide guidance and assistance to other employees within area of expertise including the provision on-the-job training and coaching
- e. Interpret and apply complex procedures and instructions for various field based activities using relevant experience, knowledge and judgement to provide advice on construction and maintenance activities
- f. Prepare and maintain reports, records and incident reports and advise staff on appropriate procedures and safe work practices affecting the methods of work, ensuring employee and public safety at the worksite or location
- g. Actively participate in the identification and implementation of strategies to control risks, including reporting notifiable occurrences and environmental incidents
- h. Performing work either individually, or as part of a team and may, from time to time be required to perform work at a lower level; or other work appropriate to the classification
- i. Contributing to a high standard of customer service for internal and external clients and quality management and risk
- j. Contributing to a safe, diverse and healthy work environment free from discrimination and harassment by working in accordance with legislative requirements, the Code of Ethics for the South Australian Public Sector, equal employment opportunity and departmental human resource policies, including work health safety and wellbeing requirements.

Special Conditions and Essential Requirements

Identified as a Rail Safety Worker role, classified as Safety Critical Worker Category 1 and is subject to periodic health assessments as per Rail Safety National Law (SA) 2012.

All Rail Safety Workers must carry out their duties in accordance with the Rail Safety National Law (SA) Act 2012 and as outlined within the Rail Commissioner's Safety Management System.

The incumbent is required to work shiftwork in accordance with a seven (7) day roster including day, night and weekend work.

The incumbent will be required to attend to emergency callouts as necessary.

Current MR Drivers Licence is essential (HR Drivers Licence is desirable).

Qualifications / Licences

- a. Certificate II and III in Rail Infrastructure or equivalent; Certificates II and III in Track Protection or equivalent; or significant experience in a rail maintenance environment.

Person Capabilities

- a. Understands Aboriginal and Torres Strait Islanders cultural issues and addresses access barriers to participation in departmental policies, programs and services

- b. Demonstrates a commitment to communicating and facilitating cultural change by influencing the workforce to actively engage and exhibit behaviours that reflect DPTI values including:
 - i. **Collaboration** – “At DPTI we work collaboratively as one team to serve the South Australian Community. This means our diversified teams work together to achieve our shared goals”
 - ii. **Honesty** – “At DPTI we are honest, open and act with integrity. This means we are truthful, sincere and transparent in our decision making and act at all times in such a way as to uphold the trust of the people we work with”
 - iii. **Excellence** – “At DPTI we are committed to excellence in everything we do. This means we use our energy, skills and resources to make whatever we’re doing the best. We are committed to ensuring the Health and Safety of our employees and customers”
 - iv. **Enjoyment** – “At DPTI we enjoy our work and recognise our success. This means we have fun at work, celebrate our achievements and foster an environment where our people can thrive”
 - v. **Respect** – “At DPTI we respect, understand and value ourselves and every person in our business. This means we listen, embrace diversity in others and have a consistent application in our approach to one another”.
- c. Facilitates a culture of integrity, professional accountability and diversity across the department and across-government, and through community interactions in line with the SA Government’s Code of Ethics and the *Equal Employment Opportunity Act 1987*
- d. Demonstrates commitment and accountability to the implementation of the Premier’s Safety and Wellbeing Declaration and requirements of the *Work Health and Safety Act 2012*, utilising AS/NZS ISO31000:2009 Risk Management or equivalent
- e. High level experience in efficiently managing resources to develop, deliver, evaluate and improve programs, projects, systems, policies, services and staff performance
- f. Ability to apply specific and prescribed training and experience in a specialised rail/civil maintenance environment, including sound knowledge to interpret and apply complex relevant practices, procedures and standards
- g. Extensive experience in rail civil and maintenance work or similar, including the application of quality control techniques
- h. Extensive experience motivating the performance and development of field based staff in the delivery of work programs, projects, systems and/or services that efficiently utilise allocated resources
- i. Proven ability to work under broad direction, independently or as part of a team, to initiate, plan and deliver programs of work to achieve outcomes including the provision of timely, concise written and verbal communications
- j. Demonstrated ability to communicate effectively and accurately, in writing and verbally to people at all levels in a professional and tactful manner.

Delegate Approval

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Name

Signature

Date: / /

