



Our Purpose

To provide safe, customer-focussed, integrated and efficient transport services.

Position Title Principal Electrical Engineer	Level 7	Position Number 30963
Division/Directorate Network & Infrastructure	Branch/Section Electrical Engineering	
Effective Date October 2015	Health Task Risk Assessment Category 3	

Reporting relationships

Superordinate: Electrical Engineering Manager, Level 9
Subordinates: Senior Electrical Engineer, Level 6
Senior Overhead Engineer, Level 6
Senior Traction Power Engineer, Level 6
Overhead Engineer, Level 5
Electrical Engineer, Level 5
Engineering Officer (x2), Level 4

Key role of this position

- Manages the human, financial and physical resources, including the management of the electrical engineering projects within the Electrical Engineering branch including the design preparation, design checking, testing, commissioning of new or altered electrification systems and infrastructure in the Public Transport Authority (PTA).

Core duties and responsibilities

Management & Leadership

- Manages the engineering team's performance, and the performance of the electrical infrastructure including the development of maintenance and repair regimes for the electrical infrastructure across the PTA rail network to ensure compliance with safety legislation and the PTA's operational procedures and policies.
- Manages the human, financial and physical resources for the section.
- Contributes to the development of the Branch's business plan planning strategies and actions and their implementation.
- Prepares the electrical infrastructure asset management plans, ensuring planning requirements are incorporated into the capital investment process.
- Implements compliance changes to standards, specifications, practices and regulatory requirements as appropriate within the branch.



- Actively promotes a strong safety culture through continuous review of procedures and guidance, proactive involvement in safety meetings, job planning, and risk assessments.

Technical and Supervision

- Provides engineering expertise for electrical infrastructure maintenance, design, construction, upgrades and modifications to the existing network.
- Ensures the integrity of the electrical rail network is maintained at a safety level that protects the PTA's maintenance crews, contractors and the public at railway stations and along the rail reserve.
- Validates and approves the testing and commissioning of project works associated with electrical infrastructure.
- Plans and prioritises maintenance, repairs and construction activities daily and consistent with ongoing demands.
- Acts as custodian of electrical infrastructure drawings and documents to 'as built', 'upgrade' and 'current' states.
- Audits and monitors the quality and standard of works undertaken by contractors, and reports on outcomes.

Project/Contract Management

- Manages high value and high risk projects, coordinates and plans in house teams and/or contractors undertaking design and/or construction of railway electrical infrastructure.
- Monitors and directs for compliance to approved specifications, budgets, time and quality.
- Prepares technical specifications and tender documents for electrical infrastructure work.

Liaison & Customer Service

- Liaises with functional and operational areas within the PTA and other relevant government agencies as required to achieve optimum OHWE and train service operations.
- Liaises with contractors employed on behalf of the PTA.

Training & Development

- In consultation with the Workplace Trainer & Assessor (Electrical), identifies appropriate training & development programs to ensure that the maintenance teams are given the required knowledge to be competent in carrying out their maintenance activities.

Other Duties

- Represents the Branch at meetings as required including other duties as directed.

Essential Work Related Requirements

1. Job Specific

- Possession of a Degree in Engineering (Electrical) to allow eligibility for membership to the Institute of Engineers (Australia) in the category of Chartered Professional Engineer.
- Demonstrated extensive and recent experience in the design/maintenance of 25kVac Overhead Wiring Equipment and/or 25kVac Traction Power systems
- Proven knowledge of rail safety management.
- Experience in project management and contract management.

2. Management & Leadership

- Demonstrated experience in managing the performance of an operational team and financial/physical resources in the achievement of agreed outcomes and provide a customer focussed service.

3. Communication and Interpersonal

- Well developed verbal, written and interpersonal communication skill, including the ability to develop rapport with internal and external stakeholders



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4. Conceptual, Analytical and Problem Solving

- Highly developed conceptual and analytical skills, including the ability to resolve complex technical and operational problems and issues.

5. Organisation

- Highly developed organisational skills, including the ability to achieve agreed targets and timelines through the use of effective teamwork and delegation.

Special Appointment Requirements

- Satisfactory completion of required medical examinations to verify physical fitness to perform the duties of the position.
- Provision of a current National Police Clearance certificate, dated 3 months or less from the date of application for the position.
- Possession of a current Western Australian 'C' or 'C-A' Class Driver's Licence or equivalent. This requirement continues for the duration of employment in this position and from time to time production of the licence on request by the Authority may be required.
- Preparedness and the ability to work unsociable hours, sometimes at short notice.
- Applicants must meet the special requirements shown below within 3 months of appointment to the position. Cancellation of the appointment will occur where an applicant does not meet the special requirements within the agreed period of time.
 - WPW15 Track Access Accreditation
 - OHS Training for Managers

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Managing Director / Executive Director / General Manager

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Signature

.....
Date

Employee

I have read and accept the responsibilities of the Job Description Form.

The position's duties are to be performed in accordance with the PTA's Code of Conduct and the PTA's Values.

.....
Signature

.....
Date



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