

## JOB ROLE STATEMENT

### ASSET MANAGEMENT OFFICER - STRUCTURES LEVEL 5

DIRECTORATE  
BRANCH

REGIONAL MANAGEMENT AND OPERATIONS  
METROPOLITAN REGION

CATEGORY 1  
POSITION NO

VARIOUS

#### KEY RESPONSIBILITIES

Provide specialist technical support in the development, recommendation and monitoring of plans, programs and projects for the effective and efficient management, preservation, improvement of bridges and other structures within the Region.

#### KEY DELIVERIES

##### Asset Management

- Provide specialist technical support in the management of the bridge and structures planning process.
- Provide specialist technical support in the management of the following:
  - monitoring, recording and undertaking of structural asset investigations and risk assessments to determine remedial action
  - annual and special inspections of structures, including monitoring of propped structures
  - development of the Two Year Bridge Program by determining solutions and priorities to optimise the performance of the assets maintain structural integrity and public safety
  - reporting on inspections and preventative maintenance in accordance with Main Roads' requirements
  - developing project concepts for structural projects
  - monitoring, assessment and annual review of the current and projected structural inventory and condition data
  - update the Bridge Asset Management System including the maintenance of structures asset data
  - engagement and management of consultancies undertaking inspections, investigations and designs to ensure the works are completed to approved scope, budget, time and quality

##### Stakeholder Relationships

- liaise with, and provide technical advice to customers, the community, community groups (including aboriginal and land management), other agencies and Local Government) on bridge asset management plans, projects and programs.

#### SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW standards as detailed by the Main Roads' Safety, Health and Wellbeing (SHW) Management System - refer to "SHW Roles and Responsibilities Procedure" on 'iRoads' intranet.

#### LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

#### DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

#### REPORTING RELATIONSHIPS

This position reports to:

(A) TITLE AND LEVEL  
ASSET MANAGER STRUCTURES

LEVEL 7

POSITION NO  
VARIOUS

# ASSET MANAGEMENT OFFICER - STRUCTURES LEVEL 5

**POSITIONS UNDER DIRECT SUPERVISION**

List the position numbers, titles and levels of positions directly supervised

**ALL POSITIONS UNDER CONTROL**

State number of positions only

TITLE and LEVEL

POSITION No

CATEGORY

NUMBER

Salaried, Wages

TOTAL

**SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE****ESSENTIAL:**

- Considerable skill, knowledge and experience in:
  - one or more of structures planning, asset management, design, construction or maintenance and refurbishment
  - project management
  - research, analysis and problem solving
  - building and enhancing stakeholder relationships
  - written communication, report writing
- Knowledge of:
  - computer systems, in particular, spreadsheets and databases
  - policies and practices on Work Health and Safety (WHS), and on EEO, diversity and equity
- Possession of a current Western Australian 'C' or 'C-A' class (car) motor drivers' licence or an approved equivalent.

**DESIRABLE**

- A Diploma in Civil or Structural Engineering.

**CERTIFICATION**

1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE

BRANCH/SECTION HEAD

DATE

18/12/25

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

SIGNATURE

GENERAL MANAGER NETWORK MANAGEMENT  
AND DELIVERY

DATE

18/12/25

3. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE

EXECUTIVE DIRECTOR HUMAN RESOURCES

DATE

18/12/25