



Job Description Form

Our Purpose

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

Position Title

Senior Engineering Analyst - Facilities

Level

6

Position Number

36838, 37014
(Nominated)

Division/Directorate

Network & Infrastructure

Branch/Section

Facilities and Infrastructure

Effective Date

January 2026

Health Task Risk Assessment Category

3

Reporting relationships

Superordinate: Facilities Reliability Manager, Level 7

Subordinates: No Direct Reports

Key role of this position

Drive asset availability and performance for facilities infrastructure by applying reliability engineering principles and leveraging PTA information system data for informed decisions. Provide engineering expertise to support maintenance teams, champion root cause analysis and FMECA, and use system insights for asset performance analysis. Contribute to asset management plans, technical strategies, and life cycle requirements to ensure safe, reliable rail operations.

Core duties and responsibilities

Reliability Engineering

- Records and analyses asset performance to identify and champion opportunities for improvement in asset reliability, availability, maintainability, safety and quality with a whole-of-life cost view.
- Undertake statistical modelling on asset data, including Weibull distribution, for optimising asset maintenance and availability.
- Provides analysis of data to highlight areas of poor performance to drive continuous improvement and best practice asset management process.
- Identifies and manages reliability and availability risks that could adversely affect operations.
- Develop, review and upkeep of branch asset strategic plans, management plans, asset information, technical maintenance strategies, scope of work and asset improvements.
- Lead and reviews condition and technical monitoring for asset effectiveness and efficiency.
- Undertakes and facilitates FMCEA, root cause analysis, fault trending analysis and similar.
- Implements reliability centred maintenance best practice in the form of defect elimination, root cause analysis, and failure mode effect cause analysis.
- Drafts maintenance check sheets, inspection, procedural documents and conduct inspections and monitoring as required.
- Develop and maintain dashboards using the PTA information system, Power BI, and Business Objects, and demonstrate experience with organizational data warehouses to deliver engineering insights that support data-driven decision-making for asset reliability, renewals, and performance improvements.

Quality Control and Safety

- Assist in reviewing risks including investigations of complex technical areas for non-compliance. Integrates and applies risk management standards and techniques.
- Maintains a strong safety culture, reviews accidents, incidents, events and investigations to proactively ensure risks relating to building facilities services and infrastructure are identified and controlled.
- Ensures Branch specifications, lessons learnt, management of engineering change, technical deviations are maintained, up to date and compliant with PTA standards, guidelines, and procedures.
- Contributes to the general business matters relating to Branch operation, risk and budget management, policy and procedure for compliance, performance reporting and continuous improvements.
- Identifies opportunities for regulatory and quality improvements across the Branch and leads development and implementation of appropriate improvement initiatives.

Governance and Assurance

- Lead and deliver Engineering Management for Maintenance (EM4M) principles for the Branch to ensure asset design, replacement and refresh are in accordance and compliant to relevant PTA requirements and specifications.
- Arrange to witness any testing & commissioning activities, conduct Entry into Service approvals and as the Change Management Agent for infrastructure changes affecting the Branch.
- Provide timely and accurate, data-driven specialist advice to the Branch on technical matters and asset strategies. Act as an analyst for all Branch-related issues and, when required, for the wider PTA, ensuring decisions are informed by robust engineering analysis and insights.

Contract Management

- Development of technical maintenance strategy, requirements, standards, scope of works for tender and quoting process.
- Participates in tender evaluation processes and multi-disciplinary work including the preparation of documents recommendations to support procurement.
- Liaises with external contractors and other sections of the PTA in relation to building facilities services infrastructure.
- Develops and sustain contractual relationship with Procurement, Finance, Contracts, Suppliers, Contractors and Consultants as required.

Other Duties

- May undertake Duty Management responsibilities from time to time, rotating through the 'On-Call Roster' for escalations and decision making.
- Preparedness and the ability to work unsociable hours, sometimes at short notice.
- Carries out tasks and functions within the limits of the employee's skills, competence and training as required.
- Represents the Branch at meetings as required.

SELECTION CRITERIA

1. Core Competencies

- Possession of a Degree in Engineering or Information Technology, qualifying for membership with the Australian Computer Society (ACS) and/or Engineers Australia.
- Substantial demonstrated experience in:
 - Providing engineering analysis expertise and knowledge in asset reliability, renewals, and replacements within an operational, asset-intensive environment, while delivering data-driven insights to support informed decision-making.
 - Building services systems operation and maintenance, in particular focus on asset management, life cycle and asset reliability.
 - Experienced in Power BI, Business Objects, and data warehouse management.
 - Provide operational day-to-day process improvements

2. Leadership and Management

- Highest levels of personal integrity, ethical behaviour, and professionalism.
- Demonstrated experience working in critical assets and infrastructure-built environment.

3. Communication and Interpersonal

- Highly developed stakeholder management, project management and ability to manage multiple stakeholders simultaneously.
- Well-developed verbal, written and interpersonal communication skill, including negotiation and facilitation skills.
- Highly developed ability to write concise and well-structured technical reports.
- Communicate timely, effectively and collaborate with a wide range of stakeholders.

4. Conceptual, Analytical and Problem Solving

- Highly developed conceptual and analytical skills, including the ability to resolve complex technical and operational problems and issues.
- Ability to quickly learn and apply complex technical information.

5. Organisation

- Highly developed organisational skills, including the ability to achieve agreed targets and timelines using effective teamwork, coordination and negotiation skills.

6. Special 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.
- Applicants must meet the special requirements shown below within an agreed period. Cancellation of the appointment will occur where an applicant does not meet the special requirements within an agreed period of time after appointment.
 - Individual Access (IA) Track Access Permit

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

