



Job Description Form

Our Purpose

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

Position Title

Signal Support Technician

Level

Wages

Position Number

34962, 35038

Division/Directorate

Network & Infrastructure

Branch/Section

Signals / Signals Claisebrook

Effective Date

April 2026

Health Task Risk Assessment Category

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Reporting relationships

Superordinate: Signals Superintendent, Level 6

Subordinates: No Direct Reports

Key role of this position

- Ensures the safe, efficient and effective first line maintenance of signalling equipment, associated systems and protected level crossing systems to a high degree of integrity.
- Organises work teams and provides on the job instruction and training to new recruits as and when required.
- Leads investigations into failed signalling equipment to enable identification of root cause and into obscure and wrong-side failures.
- Carries out signal design, functional testing and installation of monitoring equipment.

Core duties and responsibilities

Technical Leadership and Supervision

- Takes responsibility and leads teams in relation to fault finding on signalling equipment.
- Organises and manages work teams and provides on the job instruction and training when required to continuously improve the Public Transport Authority's (PTA) interactions and reporting.
- Plans work that addresses the root cause and improves reliability of assets.
- Provides in field expertise and support to Signal Technical staff for fault finding and Root Cause Analysis.
- Leads investigations into obscure signalling failures to identify root cause, installs monitoring and logging equipment.

Technical

- Carries out routine maintenance and fault rectification including symptom investigations on signalling equipment, protected level crossings and associated systems and critical power supplies.
- Conducts testing and monitoring of procedures to ensure signalling equipment and system safety, integrity and reliability.
- Carries out technical tasks required for installation, testing and commissioning of new equipment, systems and technology, including functional testing.
- Undertakes a range of measurements and calculations (including electrical measurements).
- Reads and interprets technical drawings and plans.
- Designs signalling circuits when required for operational needs, including ATP designs.
- Marks up signalling circuits amended in the field and produces requests for Signal Design support.
- Works in confined spaces.
- Works at height.
- Works on rail reserve, within 3 metres of running trains.
- Works safely in live locations (when required).
- Maintains and uses a range of hand and power tools, specialist tools and relevant test instruments.
- Ensures efficient and effective operation and safe maintenance of tools, equipment and machinery and that the work site is left in a clean and safe condition.
- Drives, operates and maintains motor vehicles, mechanical plant and equipment, arrange or assist in non-routine repairs and scheduling of service work. This may include HR, MR or LR class trucks, where appropriately licenced. Also arranges or assists in non-routine repairs and scheduling of service work.
- Conducts all work safely and in accordance with approved procedures.
- Provides and communicates technical information and technical issues competently, in a concise and timely manner.

Compliance

- Ensures work performance and access requirements are complied with, in accordance with the PTA's safety standards, operational procedures and corporate policies.

Administration

- Develops and submits technical reports.
- Prepares and completes appropriate documentation for maintenance records, logs, field data reports, analysis/evaluation reports and technical drawing amendments.

Training and Development

- Undertakes necessary training including in specified units of competency stated in position profile and enterprise specific training as directed, on and off the job.
- Maintains Track Access Accreditation at the appropriate level required in the Signal Technician Classification Competency Profile.
- Maintains and ensures currency of required competencies, licences and qualifications (including those related to equipment, systems, specialist tools and precision instruments).
- Delivers on the job instruction, training and coaching when necessary to signals personnel. This includes the delivery of technical briefings to staff designed to improve processes and on the job training to signals personnel including Signal Technicians and Maintainers.
- Mentors Signals personnel (including Rail System Apprentices) in the field.

Liaison and Customer Focus Service

- Participates in identifying customer service requirements and continuous improvement measures and achieves mutually agreed standards in these areas.
- Represents the Superintendent when required at technical meetings.

SELECTION CRITERIA

1. Core Competencies

- Extensive knowledge, competency and practical experience in maintenance and fault finding on power signalling systems, protected level crossings and associated equipment.
- Demonstrated working knowledge and experience in fault rectification and field maintenance on Remote Control, CTC Installations, complex signalling interlocking systems and vital interlocked processor based control systems.
- Demonstrated competency in all lower-level Signal Technician requirements (or equivalent skills, knowledge, and signal maintenance experience), as defined in the Signal Technician Classification Competency Profile.
- Demonstrated knowledge of and practical ability to apply safety standards, operational procedures, safeworking procedures and corporate policy.
- Ability to competently use appropriate hand and power tools, specialist tools and relevant test instruments.
- Ability to perform general and electrical calculations, and to read and interpret technical drawings and plans.
- Possession of a current Western Australian 'A' grade Electrical Workers Licence endorsed 'Electrical Mechanic' and/or 'Electrical Fitter' or equivalent.

2. Leadership

- Sound leadership and supervisory skills, with proven capacity to:
 - Monitor, control, schedule and coordinate work so it is completed safely and expediently;
 - Lead and motivate others; and
 - Provide on the job training, instruction and assessment.

3. Communication and Interpersonal

- Sound communication skills (verbal, written and interpersonal), including:
 - Sound record keeping and report-writing skills; and
 - A demonstrated ability to work effectively as part of a team.

4. Conceptual, Analytical and Problem Solving

- Demonstrated proficiency to:
 - Download and analyse data from data loggers;
 - Identify and test root cause issues;
 - Make recommendations to improve processes; and
 - Submit reports based on such analysis.
- Strong ability to analyse and rectify faults on complex electrical and signalling systems.

5. Computer Literacy

- Demonstrated proficiency in using relevant software programs and computer equipment, including interrogating system logs and capturing data to develop fault analysis reports and transferring data logs from assets.

6. Personal Attributes

- Demonstrated:
 - Commitment to safety;
 - Willingness to participate in ongoing development and training; and
 - Capacity to use initiative and appropriate judgement, and work in a reliable and responsible manner.

7. 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.
- Ability to work unsocial and irregular work hours, including Saturdays, Sundays and Public Holidays, rostered and standby requirements and attend call outs at short notice.
- Ability and willingness to work at any location on the PTA's urban rail network as required.
- Applicants must meet the appointment and post appointment requirements of the Signal Technician Classification Competency Profile or equivalent, as amended from time to time. Termination of the appointment may occur where an applicant does not meet these requirements within the agreed period of time after appointment. These requirements include but are not limited to:
 - Track Access Accreditations
 - Functional Tester licence
- Possession of a current Western Australian 'C' Class Driver's licence or equivalent for at least 2 years (or an 'LR' or 'MR' Class Drivers licence for at least 1 year). This requirement continues for the duration of employment in this position and from time to time production of the licence on request by the PTA may be required.
- May be required to obtain and use the following if requested by the PTA:
 - Western Australian LR, MR and HR Class Driver's Licence
 - Person Responsible for Electrical Safety (PRES) accreditation
- All licenses/tickets relevant to this position must be maintained on an ongoing basis and may be requested by the Public Transport Authority from time to time.

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