



Job Description Form

Our Purpose

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

Position Title

Principal Economic & Investment Analyst

Level

8

Position Number

35631

Division/Directorate

Infrastructure Planning & Land Services

Branch/Section

Rail Planning (METRONET)

Effective Date

October 2018

Health Task Risk Assessment Category

5

Reporting relationships

Superordinate: Rail Planning Manager, Level 8

Subordinates: No Direct Reports

Key role of this position

Works with key internal and external stakeholders including the Transport Portfolio Investment Coordination Branch, the Department of Treasury and Commonwealth Government departments to develop robust investment proposals for major public transport initiatives. In doing so, the role undertakes and coordinates complex economic evaluation and review of investment funding options for required business cases relating to METRONET projects and makes recommendations in terms of the viability and priority of investment decisions.

Core duties and responsibilities

- Leads economic and finance analysis and assists in the development of comprehensive business proposals to invest in major (and lesser) rail projects in line with the Department of Treasury's Strategic Asset Management Framework (SAMF) and Infrastructure Australia Assessment Framework.
- Engages in complex stakeholder interactions and relationships through the development of required business cases to meet business case and budget submission processes and financing requirements in accordance with strategic PTA, METRONET and WA State objectives.
- Contributes to liaison and negotiations with the Department of Treasury, Infrastructure Australia, the Federal Department of Infrastructure and Regional Development and other key stakeholders as required in the development and evaluation of business cases.
- Liaises with key stakeholders and other funding specialist advisers in order to make recommendations to the METRONET Governance team on barriers to investment, emerging risks, budget capacity, forward estimates, funding scenarios and alternative funding options.
- Coordinates economic analysis and other modeling as required (such as Opex costs, patronage and land use modeling) to inform recommendations for investment proposals.
- Uses strong project management to ensure all outputs are prepared in a professional, rigorous and timely manner such that they are most likely to attract required Government and stakeholder support.

- Via the Rail Planning Manager, provides high level strategic advice to the METRONET and PTA Executives/Divisions in the facilitation and development of major and lesser investment proposals.
- Undertakes other relevant duties as directed.

Essential Work Related Requirements

1. Job specific

- Possession of an appropriate Economics, Commerce, or Finance degree or qualifications relevant to the transport industry.
- Demonstrated business knowledge and experience in economic analysis and preparation of fully evaluated and costed proposals to invest in major (and lesser) transport projects, including the ability to prepare simple business cases and oversee the preparation of more complex proposals with appropriate stakeholder input.
- Knowledge, awareness and understanding of the Department of Treasury's Strategic Asset Management Framework (SAMF) and Infrastructure Australia Assessment Framework.
- Knowledge, awareness and understanding of transport operations, preferably passenger rail services, relevant to:
 - Planning, operation and management of transport services.
 - Capital and recurrent cost of transport services.
 - Quantification and management of transport demand forecasts.

2. Management and Leadership

- Strong leadership and management skills including the ability to provide clear advice, directions and appropriate feedback to team members and other internal and external stakeholders as required.

3. Communication and Interpersonal

- Highly developed interpersonal, verbal and written communication skills in the fields of; investigation and research; stakeholder consultation and negotiation; facilitation of outcomes and solutions; presentation of persuasive recommendations.

4. Conceptual, Analytical and Problem Solving

- Highly developed conceptual, analytical and problem solving skills.

5. Computer Literacy

- Ability to apply packages and programs applicable to the requirements of the position.

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.

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

.....
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