

## JOB ROLE STATEMENT

### ASSET AND GEOSPATIAL DATA MANAGER LEVEL 7

**DIRECTORATE** PLANNING AND TECHNICAL SERVICES  
**BRANCH** ASSET AND GEOSPATIAL INFORMATION **POSITION NO** P0062264

#### KEY RESPONSIBILITIES

Manage the development, management and provision of Main Roads' asset and geospatial data products and services to support the effective management of the road network.

#### KEY DELIVERIES

##### Asset and Geospatial Products and Services

- Manage the development and governance of spatial data for the Planning and Technical Services Directorate to support asset information management systems and products in accordance with the PTS Data Management Plan.
- Manage the integration and application of the PTS Data Management Plan with the Main Roads Data Governance Framework.
- Manage the system and requirements of Main Roads open data environment through the Main Roads Data, Maps and Apps Portal
- Manage the development and implementation of data management policies and standards for spatial datasets across Main Roads.
- Manage the strategic development and support services for the Engineering Information Management system (EIM), technical data and Geographic Information System (GIS) services within Main Roads.
- Co-ordinate with Program Management Office (PMO) to identify asset capture projects to manage asset information through EIM.
- Manage and develop systems to improve data accessibility and security for project development, presentation and analysis.
- Provide expert advice on the management and application of technical data and its integration into a GIS environment for internal and external stakeholders.
- Co-ordinate and review relevant responses to Ministerial and Parliamentary Questions when requested.
- Manage the development, maintenance and improvement of processes and procedures to meet stakeholder requests for asset and geospatial information, including stakeholder surveys.

##### Leadership and Management

- Contribute to the formulation and delivery of Branch policy, strategy and business plans.
- Manage financial, technological, physical and other resources within agreed allocations to meet agreed outcomes.
- Manage employee behaviour, performance and development.
- Manage and mentor Spatial Science (GIS) graduates within the graduate development program.

##### Stakeholder Relationships

- Build and maintain collaborative working relationships with senior managers, branch managers, executive directors and other staff.
- Liaise with internal and external stakeholders on asset and geospatial information.
- Represent Main Roads on various external committees and working parties as requested.

#### 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	POSITION NO
MANAGER ASSET AND GEOSPATIAL INFORMATION	LEVEL 8 P0052000

# ASSET AND GEOSPATIAL DATA MANAGER LEVEL 7

**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
Senior Spatial Analyst (GIS)	LEVEL 6	Salaried	1
Senior Spatial Analyst (Engineering)	LEVEL 6		1
Spatial Analyst (x2)	LEVEL 5		2
Spatial Sciences or Statistics Graduates, as required			1
<b>TOTAL</b>			<b>Up to 5 or more</b>

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

**ESSENTIAL:**

- Comprehensive skill, knowledge and experience in:
  - asset data management systems and processes including GIS concepts
  - application and management of asset and engineering grade datasets
  - managing an open data environment
  - technical standards and policy formulation, documentation and implementation.
  - managing, financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
  - managing employee behaviour, performance and development
  - building and enhancing stakeholder relationship
  - research, analysis and problem solving
- Knowledge of:
  - government policy relating to an open data environment
  - policies and practices on Occupation Safety and Health, and on EEO, diversity and equity
- Possession of a current Western Australian 'C' Class (car) motor vehicle drivers licence or an approved equivalent.

**DESIRABLE:**

- A Degree in Surveying or Spatial Sciences or other relevant discipline.

**CERTIFICATION**

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

SIGNATURE Wayne Cannell MAG1 DATE 12/3/2020  
BRANCH/SECTION HEAD

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

SIGNATURE Geoff Morgan DATE 12/3/20  
EXECUTIVE DIRECTOR

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

SIGNATURE [Signature] DATE 13/3/20  
MANAGER HR BUSINESS