

JOB ROLE STATEMENT**SENIOR TRAFFIC ESCORT WARDEN
LEVEL 4**

DIRECTORATE METROPOLITAN AND SOUTHERN REGIONS **CATEGORY 1**
BRANCH HEAVY VEHICLE SERVICES (HVS) **POSITION NO** VARIOUS

KEY RESPONSIBILITIES

Supervise and/or undertake on-road escort services controlling high-risk Over Size Over Mass (OSOM) vehicles delivering loads to various locations throughout the State via the Western Australian (WA) road network. Supervise, administer and deliver appropriate training to a team of Traffic Escort Wardens (TEW) providing the effective control and escorting of high-risk OSOM loads throughout WA, whilst ensuring the safety of all road users, minimum disruption to traffic flows and the public.

KEY DELIVERIES**OSOM Escorts**

- Supervise and/or undertake on-road escort services controlling high-risk OSOM vehicles delivering loads to various locations throughout the State via the WA road network.
- Supervise and/or undertake and enforce the effective control of on-road OSOM vehicles in line with correct process, procedures, policies and regulations.
- Ensure necessary due diligence is undertaken during inspection of OSOM vehicles and loads against Permit issued by Main Roads prior to departure.
- Review reports of any inconsistencies between the Permit issued and the actual OSOM vehicle and/or load to assess the 'move' risk (within the position's authority), or and refer more complex technical cases to the Heavy Vehicle Technical Officer for direction/action.
- Co-ordinate timely submission of Green Light Corridor (SCAT) requests to Main Roads Road Network Operations Centre (RNOC) informing where OSOM vehicle(s) are entering/departing the Perth Metropolitan area.
- Supervise team compliance with confidential information, security policies and procedures, and appropriate utilisation of information in holdings/systems.
- Perform regular quality control audits of OSOM moves to ensure the correct processes have been enforced and correct documentation gathered.

Traffic Management

- Supervise and/or undertake and enforce, where required, the control of stopping and/or directing of road traffic to ensure safe movement of OSOM vehicles in accordance with the Road Traffic Code 2000, Road Traffic (Vehicles) Regulations 2014 and Main Roads processes, procedures and policies.

Country Travel

- Undertake extensive and frequent country travel primarily by road and possibly by air to isolated locations within Western Australia.
- Occasionally provide on the phone or in person supervision or undertaking of OSOM escorts, as required.

Escort Vehicle Readiness

- Ensure at all times readiness of escort vehicles, including the scheduling of timely vehicle maintenance and repairs.
- Ensure the supply of safety, health and wellbeing items for escort vehicles.

Supervision

- Supervise employee behaviour, performance and development.
- Supervise team's adherence to the Safety, Health and Wellbeing (SHW) standards as detailed in Main Roads SHW Management System.

Stakeholder Relationships

- Build and maintain professional working relationships with heavy vehicle operators and WA Police in a collaborative effort to manage the safe and efficient movement of OSOM vehicles on the public road network.
- Build and maintain collaborative working relationships with Horizon Power and Western Power for provision of safe passage to OSOM vehicles and loads under electrical cabling in infrastructure as well as other organisations, such as the Department of Transport (DoT), Port Authorities, Mining Companies and Local Government agencies.
- Build and maintain a collaborative working relationship with the Heavy Vehicle Technical Officer and Main Roads Regional Offices' in facilitating OSOM movements on the public road network.

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	LEVEL 6	POSITION NO
HEAVY VEHICLE PERMITS MANAGER		P0060856

SENIOR TRAFFIC ESCORT WARDEN LEVEL 4

POSITIONS UNDER DIRECT SUPERVISION

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

TITLE and LEVEL

Traffic Escort Warden(s)

LEVEL 2

POSITION No**CATEGORY**

Salaried, Wages

NUMBER

8

TOTAL

8

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

- Sound skill, knowledge and experience in:
 - interpreting and enforcing of legislation, standards, policies and procedures relating to the operation of Over Size Over Mass vehicles on the public road network
 - interpreting and enforcing traffic controls in line with the Road Traffic Code 2000 and Road Traffic (Vehicles) Regulations 2014 and other relevant regulations related to the movement of Over Size Over Mass vehicles
 - adhering to and enforcing Occupational Safety and Health principles, procedures and practices in relation to on-road traffic management
 - compliance assessment, analysis and problem solving
 - building and enhancing stakeholder relationships
 - supervision, including the supervision of employee behaviour, performance and development
- Knowledge of:
 - contemporary training development methods and delivery systems
 - policies and practices on EEO, diversity and equity
- Possession of a current Western Australian 'C' Class (car) motor vehicle drivers licence or an approved equivalent.

DESIRABLE:

- A Certificate IV in Training and Assessment or Diploma of Management.

OTHER REQUIREMENTS:

Appointment to this role is also subject to:

- applicant's ability and willingness to undertake rostered country shifts in both the metropolitan and country areas, travelling by road and possibly by air
- obtaining a current Police clearance prior to appointment
- successfully passing Pre-employment Medical test prior to appointment
- obtaining Senior First Aid Certificate within a 12 week training period
- successfully passing Heavy Vehicle Pilots course within a 12 week training period

CERTIFICATION

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

SIGNATURE



 BRANCH/SECTION HEAD

DATE

26/11/2020

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

SIGNATURE

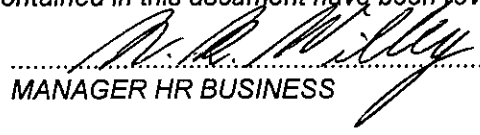

 EXECUTIVE DIRECTOR METRO + SOUTHERN REGIONS

DATE

27/11/2020

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

SIGNATURE


 MANAGER HR BUSINESS

DATE

27/11/20