

JOB ROLE STATEMENT

INVESTMENT PLANNING MANAGER LEVEL 7

DIRECTORATE
BRANCH

FINANCE AND COMMERCIAL SERVICES
BUDGET AND PROGRAM MANAGEMENT

POSITION NO P0070428

KEY RESPONSIBILITIES

Manage Main Roads' investment planning function. Develop, recommend and provide expert analysis on investment options, taking account of network needs, opportunities and constraints.

KEY DELIVERIES

Investment Planning and Advice

- Manage Main Roads' investment planning function as a basis for asset investment decisions that support Main Roads' strategic priorities.
- Undertake analysis of complex financial and asset data and provide expert insights for the management, improvement and expansion of the State's road network.
- Develop and recommend road investment options and provide expert advice to senior management on investment options analysis.
- Identify the impact of various investment options on road condition levels, asset life cycle performance and road user costs, for consistency with corporate initiatives.
- Prepare and provide strategic input to Main Roads' Strategic Asset Plan.
- Review State and Regional investment plans to ensure that strategic priorities are being addressed.
- Provide expert road investment and financial advice on Main Roads budget submissions to Governments.
- Provide strategic investment planning advice to Main Roads' Investment Committee.

Planning Process and Governance Framework

- Manage the Investment Planning Process including supporting systems and governance.
- Research, analyse and develop investment planning practices and policies.

Leadership and Management

- Contribute to the formulation and delivery of Branch business plans.
- Manage projects and consultants.
- Manage financial, technological, physical and other resources within agreed allocations to meet agreed outcomes.
- Manage employee behaviour, performance and development.

Stakeholder Relationships

- Consult with internal and external stakeholders to communicate and promote understanding of asset investment strategies and governance processes.
- Liaise with internal and external stakeholders and the community to identify issues, needs, expectations, priorities and options relating to asset strategies and investment options.

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 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**
MANAGER PROJECT PROGRAMMING

LEVEL 8

POSITION NO
P0058257

INVESTMENT PLANNING MANAGER LEVEL 7

POSITIONS UNDER DIRECT SUPERVISION

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

TITLE and LEVEL

POSITION No

CATEGORY

NUMBER

Program Development Co-Ordinator

LEVEL 6

Salaried, Wages

1

Project Programming Co-Ordinator

LEVEL 6

1

Asset Investment Planning Officer

LEVEL 5

1

TOTAL

3

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

- Comprehensive skill, knowledge and experience in:
 - managing asset investment planning in a large complex asset management and delivery organisation
 - managing financial and economic evaluation of large civil infrastructure assets
 - managing asset investment governance framework
 - building and enhancing stakeholder relationships
 - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
 - managing employee behaviour, performance and development
- Knowledge of:
 - project management
 - transport economics principles and practices
 - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity

DESIRABLE:

- A Degree in Engineering or Commerce or Economics.

CERTIFICATION

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

SIGNATURE

BRANCH/SECTION HEAD

DATE

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

SIGNATURE

EXECUTIVE DIRECTOR

DATE

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

SIGNATURE

MANAGER HR BUSINES

DATE