



## Job Description Form

### Our Purpose

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

#### Position Title

Project Engineer

#### Level

6

#### Position Number

36239

(Nominated)

#### Division/Directorate

Transperth Train Operations

#### Branch/Section

METRONET Railcar Procurement Project

#### Effective Date

June 2022

#### Health Task Risk Assessment Category

3

### Reporting relationships

Superordinate: Coordinating Project Engineer, Level 7

Subordinates: No Direct Reports

### Key role of this position

Provides specialist engineering support with respect to the acquisition, design, manufacturing, commissioning and maintenance of the Public Transport Authority's (PTA) rollingstock and uses engineering expertise to assist with the management of outsourced PTA Rollingstock consultancy services contracts.

### Core duties and responsibilities

#### Engineering

- Provides engineering support to the EMU railcar design, supply and maintenance contractor in accordance with contractual requirements.
- Assists in the development and implementation of Asset Management Plans for the PTA's railcars.
- Provides technical input into the acquisition of new railcars as required, including the responsibility for design, compliance verification, commissioning and entry into service of the PTA's rollingstock.
- Records and analyses performance and productivity data and takes appropriate actions for improvements.
- Contributes to the development of the PTA's rollingstock assets to ensure safety, quality and reliability targets are met.
- Provides technical advice for the development and construction of associated depot infrastructure.
- Investigates and progresses continuous improvements in railcars, depots, plant, equipment and buildings as it relates to railcar maintenance functions.
- Provides specialist technical support in relation to PTA's rollingstock assets as required.
- Actively promotes a strong safety culture through continuous review of procedures and guidance, proactive involvement in safety meetings and risk assessments.

### **Contract Management**

- Provides technical support to the Commercial Manager to ensure effective management of contractors and suppliers.
- Liaises with contractors and other sections of the Public Transport Authority to ensure rollingstock interfaces are well defined.
- Manages contractual relationship with contractors or suppliers of railcars for engineering related matters, when required.

### **Quality Control**

- Undertakes compliance audits of railcar manufacturing and reports non-conformances.
- Ensures the PTA's quality documentation is maintained in accordance with the PTA's requirements.

### **Safety**

- Ensures rail safety standards are complied with and undertakes safety audits as necessary.
- Complies with the PTA's Safety Policy and standards.

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## **SELECTION CRITERIA**

### **1. Core Competencies**

- Relevant Engineering Qualifications (preferably in mechanical or electrical engineering) and Experience acceptable to the Institute of Engineers Australia for Admission as a Corporate Member.
- Proven experience in the application of engineering standards, preferably related to rollingstock, large vehicles or heavy mobile plant equipment.
- Proven experience in applying engineering assurance through the lifecycle of complex projects.

### **2. Management and Leadership**

- Sound management skills including the ability to provide clear advice, direction and appropriate feedback to multi-disciplinary project teams.
- Demonstrated ability to manage financial and physical resources to achieve agreed outcomes.
- Demonstrated understanding and experience in contract and project management.

### **3. Communication and Interpersonal**

- Well-developed written and verbal communication and interpersonal skills, including a demonstrated ability to:
  - Build and maintain positive working relationships with a wide range of stakeholders
  - Work constructively in a team environment
  - Negotiate effectively.

### **4. Conceptual, Analytical and Problem Solving**

- Well-developed conceptual, analytical, decision making and problem-solving skills.

### **5. Organisation**

- Well-developed organisational skills, including the ability to achieve agreed deadlines through the use of effective teamwork.

### **6. Computer Literacy**

- Demonstrated experience in the use of appropriate computer packages and technology.

### **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.
- Prepared to work outside normal office hours.
- Possession of a current Western Australian 'C' or 'C-A' Class Drivers Licence or equivalent. 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.
  - PTA Individual Access (IA) Track Access Permit
  - Electrical Safety Awareness

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## 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**