



Job Description Form

Our Purpose

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

Position Title

Project Engineering Manager

Level

8

Position Number

35892
(Nominated)

Division/Directorate

Network & Infrastructure

Branch/Section

Effective Date

August 2022

Health Task Risk Assessment Category

3

Reporting relationships

Superordinate: General Manager Network & Infrastructure, Class 2

Subordinates: Principal Project Manager, Level 7

Key role of this position

Provides expertise, leadership and management for the Division and Public Transport Authority (PTA), ensuring that the Asset Management of the PTA Rail Infrastructure is developed in readiness for the substantial growth in the Network.

- Supports the Branch Managers to develop Asset Management Plans that meet the organisational objectives and are comparable with the best international practice. Coordinates and maintains constructive relationships with key PTA stakeholders, including Network & Infrastructure (N&I), Infrastructure Planning and Land Services, Major Projects, Transperth Train Operations (TTO), and TransWA, in regard to asset management requirements.
- Ensures the Projects design and construction is compliant with PTA requirements.
- Ensures the Projects designed and constructed assets are fit for purpose and acceptable to PTA and N&I to enable a seamless transfer.
- Acts as the Delegated Authorised Signatory for the Asset Acceptance for Entry into Service on behalf of the General Manager N&I.

Core duties and responsibilities

Leadership / Project Management

- Provides management and leadership advice and recommendations to relevant steering groups and committees, Project Managers, Branch Managers and Project Delivery Managers in the planning and implementation of Projects and Asset Management.
- Provides broad technical advice across multiple engineering disciplines.
- Proactively investigates and reports on issues and potential risks to the successful management of Assets.
- Fosters positive team values and a cooperative team spirit within a multi-disciplinary environment.
- Consults extensively with stakeholders and fosters/maintains strategic relationships critical to the successful asset management within the Division.
- Recognises and manages the impact of change.

Asset Management

- Manages and reports on all aspects of asset management including advice and progress against performance targets.
- Participates in contract and tender evaluation processes including the preparation of recommendations where required.
- Negotiates/facilitates resolution of disputes.

Strategic Management

- As a member of the Network & Infrastructure Division Management Team, contributes to the Division's strategic planning and direction.
- Contributes to the development and implementation of strategies for knowledge transfer and skill development of Divisional staff to facilitate the Division's succession planning strategies.
- Ensures compliance with required regulations, standards, codes, corporate policies and procedures.

SELECTION CRITERIA

1. Core Competencies

- Possession of a relevant tertiary qualification and extensive experience in maintenance management of multi-disciplinary assets.
- Extensive recent and relevant experience in the asset management of railway or similar infrastructure facilities.
- High level project management skills, including implementing rigorous processes and controls, and completion of a complex project on time and budget.
- Extensive business experience in railway or similar infrastructure including budgeting, resource management and strategic planning.

2. Leadership and Management

- Highly developed leadership skills, including a high level of initiative, the ability to manage the impact of change in the workplace, people management and team building skills.

3. Communication and Interpersonal

- Highly developed communication skills (written, verbal and interpersonal) including the ability to build and maintain strategic relationships, and high level negotiation/persuasion skills.

4. Conceptual, Analytical and Problem Solving

- Highly developed conceptual and analytical ability, including the ability to conceptualise the replacement of dated technology with an integrated, expandable system.

5. Organisation

- Highly developed organisational skills, including the ability to achieve agreed targets and timelines through the use of effective management and delegation.

6. 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.
- Applicants must meet the special requirements shown below within an agreed period. Cancellation of the appointment will occur where an applicant does not meet the special requirements within an agreed period of time after appointment.
 - PTA Individual Access (IA) Track Access Permit.

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

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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