



## Job Description Form

### Our Purpose

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

**Position Title**

Rail Design Engineer

**Level**

5

**Position Number**

34427, 34923

**Division/Directorate**

Infrastructure Planning and Land Services

**Branch/Section**

Rail Engineering

**Effective Date**

Feb 2023

**Health Task Risk Assessment Category**

3

---

### Reporting relationships

Superordinate: Permanent Way Design Manager, Level 7

Subordinates: No Direct Reports

---

### Key role of this position

Contributes to the development of concepts and ideas for major improvements, primarily for the suburban rail system in Perth and for passenger rail systems beyond the metropolitan area, principally in relation to railway permanent way design and planning.

---

### Core duties and responsibilities

- Provides high level technical input in the development of concepts and ideas for major improvements, primarily for the suburban rail system in Perth and for passenger rail systems beyond the metropolitan area as required.
- Prepares permanent way designs including earthworks and drainage.
- Prepares alignment and profile designs for railway routes.
- Reviews and updates permanent way design, standards and codes of practice.
- Develops contract documentation (including procurement planning, tender documentation and evaluation, contract formation) and contract management plans in consultation and negotiation with stakeholders.
- Responsible for the effective management and leadership of project teams which may include managing multiple work groups and fostering positive team values and a cooperative team.
- Develops, monitors and ensures compliance with required regulations, standards, codes, corporate policies and procedures, including Railway Safety Management and standards.
- Prepares scope of work and technical criteria documentation for contract purposes.

---

## SELECTION CRITERIA

### 1. Core Competencies

- Possession of Degree in Civil Engineering that is acceptable for membership of Engineers Australia.
- Relevant engineering experience in a railway environment, including sound experience in permanent way design.
- Sound understanding of permanent way design and experience in applying Australian design standards and codes in producing the permanent way designs.
- Relevant project management experience, including the ability to prepare reliable estimates and project schedules, and to scope, plan and implement successful projects.

### 2. Leadership and Management

- Well developed coaching and mentoring skills and the ability to develop others.

### 3. Communication and Interpersonal

- Well developed skills in building and maintaining effective relationships with a range of stakeholders (internal and external) including the ability to provide specialist advice at all levels.
- Demonstrated ability in working effectively in a team environment.

### 4. Conceptual, Analytical and Problem Solving

- Well developed conceptual, analytical and problem solving skills, including a demonstrated ability to focus strategically.

### 5. 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.
  - Supervised Worker (SW) 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

.....  
**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**