

JOB ROLE STATEMENT

ASSET MANAGER STRUCTURES LEVEL 7

DIRECTORATE METROPOLITAN AND SOUTHERN REGIONS **CATEGORY 1**
BRANCH METROPOLITAN REGION **POSITION NO** P0063198

KEY RESPONSIBILITIES

Manage structural asset management and structural projects and contract management for the Metropolitan Region of the Metropolitan and Southern Regions (MSR) Directorate.

KEY DELIVERIES

Structures Asset Management

- Provide expert engineering advice, review and input into structural engineering design, construction and maintenance projects.
- Manage the development, design, maintenance and improvement of structures including engineering technical aspects of structures design service provided by consultants.
- Manage, co-ordinate and carry out field inspections with consultant designers, contractors, Structures Engineering and Local Governments to agree detailed scope of works, construction methods and use of standards.
- Manage the development of structural maintenance and improvement programs for inclusion into the Ten Year Network Plan.
- Manage the annual bridge inspection program and prioritise the maintenance requirements.
- Manage the Level 3 bridge inspections and provide expert engineering advice and determine remedial action based on the bridge risk management process.
- Manage the development and implementation of the Metropolitan Annual Structures Delivery Plan including project scopes, engineering designs and specifications, delivery, budgets and timeframes ensuring application of appropriate standards guidelines and industry practice.
- Oversee and provide expert advice for the review of all aspects of the works delivery plans by providing technical engineering review to ensure compliance with required standards, levels of performance and to ensure co-ordination of improvement and preservation activities.
- Provide expert input to the Bridge Management System to ensure that it meets ongoing corporate requirements.
- Provide expert advice to Emergency Services and Senior Management in the event of an emergency situation relating to a bridge or structure.
- Manage development of business cases, backlog reporting and management strategies for structural needs within the Region.

Delivery Management

- Oversee and provide expert engineering advice for the implementation of the Annual Structures Delivery Plan, including project budgets, progress, scheduling, risk management and resource requirements to ensure delivery to approved scope, budget, time and quality and to meet corporate reporting requirements.
- Oversee and provide expert advice for the engagement and management of consultants to undertake inspections, investigations and project developments including design.
- Ensure all works comply with legislative requirements in relation to environment, heritage and safe design of structures.

Leadership and Management

- Manage financial, technological, physical and resources within agreed allocations to meet agreed outcomes.
- Managing employee behaviour, performance and development.

Stakeholder Relationships

- Build and maintain collaborative working relationships with internal and external stakeholders on all aspects of structural asset management and delivery.
- Undertake consultation, liaison and negotiation with key stakeholders (e.g. customers, the community, other agencies and Local Government) on structural asset management and delivery plans and programs.
- Negotiate and recommend agreements detailing financial and other commitments by participating parties.
- Provide expert technical advice and input to ministerial enquiries, medial contracts and community issues.
- Metropolitan interface with Local Government, Developers and other Agencies on all structural matters.

SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to OSHW 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		POSITION NO
MANAGER METROPOLITAN ROAD PROGRAM	LEVEL 8	P0055943

ASSET MANAGER STRUCTURES LEVEL 7

POSITIONS UNDER DIRECT SUPERVISION

ALL POSITIONS UNDER CONTROL

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

State number of positions only

TITLE and LEVEL	POSITION No	CATEGORY	NUMBER
Asset Manager Structures (x2)	LEVEL 6	Salaried	
Asset Management Officer Structures	LEVEL 5	Salaried	
TOTAL			TBA

SELECTION CRITERIA

ESSENTIAL:

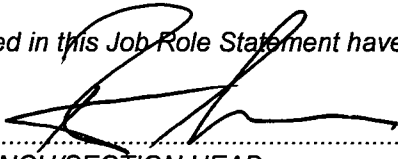
- Comprehensive skill, knowledge and experience in:
 - one or more of structures asset management, design, construction or maintenance and refurbishment
 - application of national codes and standards for bridge design, construction and maintenance
 - program development and management
 - project management, including project development and cost estimating
 - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
 - managing employee behaviour, performance and development
 - building and enhancing stakeholder relationships
- Knowledge of:
 - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity
- Possession of a current Western Australian 'C' Class (car) motor vehicle drivers licence or an approved equivalent.

DESIRABLE:

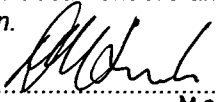
- A Degree in Civil or Structural Engineering.

CERTIFICATION

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

SIGNATURE  DATE 12/4/2017
 BRANCH/SECTION HEAD

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

SIGNATURE  DATE 13/4/17
 EXECUTIVE DIRECTOR Metropolitan & Southern Regions

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

SIGNATURE  DATE 13/4/17
 MANAGER HR BUSINESS