



Job Description Form

Our Purpose

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

Position Title

Facilities Reliability Manager

Level

7

Position Number

35011

(Nominated)

Division/Directorate

Network and Infrastructure

Branch/Section

Facilities

Effective Date

May 2024

Health Task Risk Assessment Category

3

Reporting relationships

Superordinate: Manager Facilities Infrastructure, Level 8

Subordinates: Senior Reliability Engineer – Facilities, Level 6 (2x)

Technical Support Analysis – Facilities, Level 4

Key role of this position

Provides specialist engineering support and advice to the Facilities Infrastructure Branch Manager with respect to optimisation, reliability and availability of building services and facilities assets. Use reliability engineering principles and coordinate's reliability studies and reviews; manage reliability risks that could affect safety and business operations encompassing defect elimination, condition monitoring and risk management. Plays a key role in achieving long term, measurable improvements in safety, asset performance, efficiency and reliability of PTA's building facilities services and infrastructure through effective life cycle asset management and whole-of-life cost basis.

Core duties and responsibilities

Asset Reliability Planning, Support and Strategy

- Conducts, lead, and coordinate asset reliability reviews to develop technical maintenance strategy and plans for maintenance optimisation and efficiency.
- Leads, coordinates and develop asset technical and condition monitoring, assessment plans including asset renewals and refresh programs for effectiveness, efficiency, and availability requirements.
- Undertakes and facilitates Failure Mode Cause and Effect Analysis (FMCEA), root cause analysis, fault trending analysis and other similar data collection tools.
- Lead, review and amend maintenance strategy, manuals, scope of work, asset strategy and management plans.
- Champion continuous improvement initiatives for maintenance processes, inspections, and procedures.
- Leads, coordinate and recommend compliance with changes to specifications, standards, practices, and Branch requirements as appropriate within the asset management framework.
- Contributes to Facilities Infrastructure branch business planning strategies and actions their implementation.
- Participates in tender evaluation processes and multi-disciplinary work including the preparation of documents and recommendations to support procurement.

Leadership and Management

- Leads the development, review and upkeep of branch specifications, reliability standards, practices, and procedures, particularly those relating to engineering governance, deviations, and management of engineering change.
- Leads the development, review and upkeep of branch asset strategic plans, management plans, asset information, technical maintenance strategies & scopes and asset improvements.
- Oversees, review and endorse engineering change to building facilities services and infrastructure.
- Leads the development and implementation of compliance audit programmes on the engineering and maintenance practices. Monitors and manages non-conformances including hazards and risks.
- Maintains a work environment that fosters teamwork, continuous improvement, and achievement of objectives.

Governance and Compliance

- Contributes to the development of the division's organisational knowledge, competency base and succession planning strategies.
- Contributes to the development and implementation of the Branch's business continuity plan, planning strategies and actions.
- Contributes to the development of asset operational and capital budget planning including modelling, renewals forecast and resources.
- Reviews accidents, incidents, events and investigations to ensure risks relating to building facilities services and infrastructure are identified and controlled.
- Maintains a strong safety awareness culture through proactive involvement in safety meetings, compliance with policies and procedures.

SELECTION CRITERIA

1. Core Competencies

- Possession of a relevant engineering qualification and experience acceptable for admission as a member of the Institute of Engineers (Australia) in the category of Chartered Professional Engineer and/or substantial demonstrated experience in a relevant field.
- Experience in maintenance, reliability and strategies of building facilities services and infrastructure assets
- Proven analysis of asset performance for reliability improvement and development of best practice and initiatives to support reliability improvement.
- Sound knowledge of reliability improvement processes and able to demonstrate experience in dealing with customers on reliability matters.

2. Management and Leadership

- Sound leadership and management skills, including an ability to:
 - Effectively manage physical, human, and financial resources to achieve agreed outcomes, budget, and deadlines.
 - Provide clear and succinct advice, direction, and appropriate feedback to team members.
 - Experience in leading, motivating, mentoring, and developing staff is highly desirable.

3. Communication and Interpersonal

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

4. Conceptual, Analytical and Problem Solving

- Well-developed conceptual, analytical, decision making and problem-solving skills.
- Experience with root cause analysis and risk assessments.
- Ability to quickly learn and apply complex technical information.

5. Organisation

- Well-developed organisational skills, including the ability to achieve agreed targets and timelines.

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.

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