



## Job Description Form

### Our Purpose

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

**Position Title**

Signals Engineer

**Level**

5

**Position Number**

30427

**Division/Directorate**

Network & Infrastructure

**Branch/Section**

Signals

**Effective Date**

June 2020

**Health Task Risk Assessment Category**

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### Reporting relationships

Superordinate: Principal Signals Engineer – Design and Projects, Level 7

Subordinates: No Direct Reports

### Key role of this position

- Assists with the development, modification and monitoring of signalling and level crossing warning safety systems and infrastructure including preparation, checking and review of designs.
- Assists in ensuring safe, reliable, cost effective, quality signalling and train control systems and services that comply with regulations and standards are provided to meet business needs.

### Core duties and responsibilities

**Maintenance and Asset Management**

- Assists with reviewing maintenance staff work practices and procedures.
- Assists with training, directing and guiding staff to ensure safe, reliable and efficient operations.
- Assists with monitoring to ensure that maintenance plans are carried out in a safe, reliable and cost effective manner and resources are available to meet technical requirements.
- Carries out inspections and tests, reviews, investigates, checks and analyses equipment/systems failures and incidents, prepares technical reports and assists with the development of solutions and improvements as necessary to guide maintenance activities, either individually or as a member of a team.
- Undertakes audits on electrical signalling equipment and related infrastructure for the Public Transport Authority's (PTA) rail network.
- Assists with the management of day-to-day maintenance activities and system performance associated with signalling and level crossing warning systems on the PTA's rail network.
- Represents and acts on behalf of the Principal Signals Engineer as and when required by the Principal Signals Engineer.

## Technical

- Participates in the commissioning of new equipment, systems and technology, including testing of signalling systems as Test Engineer or as Witnessing Engineer for Contractor's testing and commissioning.
- Carries out signalling designs to comply with the PTA's design principles and codes.
- Reviews signalling designs, ensures adherence to codes of practice, safety standards and industry standards.
- Provides relevant technical guidance, assistance and training to other staff.
- Assists with reviews, development and application of signal standards, codes of practice, technical specifications, engineering maintenance instructions, service schedules, work practices, type approvals, technical training manuals, drawings and associated Signal Systems documentation to ensure safe, reliable and efficient operations.

## Financial and Projects

- As assigned, manages signalling projects of medium complexity, including related superintendence of work teams and contract work.
- Assists with monitoring and reporting on budgeting and expenditure for the signalling section's components of the Urban Systems capital and operating work programs.
- Manages assigned projects of medium complexity to ensure projects are completed on time, within budget and comply with electrical industry standards and the PTA's safety requirements.
- Assists with reviews and approval of tender submissions.

## Other

- Carries out as required, such work related tasks and functions that are within the limits of the employee's skills, competence and training.

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## SELECTION CRITERIA

### 1. Core Competencies

- Possession of an appropriate Engineering Degree that would satisfy the admission requirement for corporate membership to the Institution of Engineers Australia.
- Demonstrated recent experience in the design and commissioning of signalling circuits, field signalling and the associated installation and testing.
- Demonstrated recent experience in fault finding on power signalling, protected level crossings and associated field equipment.
- Relevant experience in project and contract management.

### 2. Communication and Interpersonal

- Demonstrated ability to work in a team environment, including with field staff, and on occasion with minimal supervision.
- Sound, written and interpersonal communication skills.

### 3. 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.
- Possession of a current Western Australian 'C' or 'C-A' Class Driver's 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.
- Ability to work unsociable hours, including callouts, travel and staying away from home station, sometimes at short notice.

- Applicants must meet the special requirements shown below within and agreed period of time. Cancellation of the appointment will occur where and applicant does not meet the special requirements with an agreed period of time after appointment.
  - Protection Officer Level 2 (PO2) Track Access Permit
  - Senior First Aid Certificate
  - OHS Training for Managers
  - Earthing and Bonding procedures for Electrified Area.

**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**

