



## Job Description Form

### Our Purpose

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

**Position Title**

Mechanical Engineer – Rollingstock

**Level**

6

**Position Number**

34745, 35188

**Division/Directorate**

Transperth Train Operations

**Branch/Section**

Mechanical Engineering

**Effective Date**

May 2022

**Health Task Risk Assessment Category**

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### Reporting relationships

Superordinate: Principal Engineer, Level 7

Subordinates: No Direct Reports

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### Key role of this position

Provides mechanical engineering support with respect to the acquisition, design, modification and maintenance of the Public Transport Authority's (PTA) Rollingstock and uses mechanical engineering expertise to assist with the management of outsourced PTA Rollingstock maintenance contracts.

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### Core duties and responsibilities

#### Engineering

- Provides engineering support to maintenance teams as required, such as assistance with fault finding and development of repair procedures.
- Oversees rollingstock maintenance and modification activities to ensure that they are carried out in accordance with technical, quality and safety requirements.
- Provides technical input into the acquisition of new electric and diesel rollingstock, including developing rollingstock specifications, undertaking design reviews, and commissioning new rollingstock.
- Maintains and develops documentation for PTA rollingstock, such as manuals, drawings and spare part specifications.
- Responds to technical queries relating to PTA rollingstock.
- Contributes to the development and implementation of Asset Management Plans for the PTA's railcars.
- Investigates and progresses continuous improvements in railcars, depots, plant, equipment and buildings using a systems integration and data driven based approach.
- Provides specialist technical support to Railway Incident Investigations.
- Contributes to the development of the PTA's rollingstock and interface standards.
- Liaises with other sections of the Public Transport Authority to ensure rollingstock interfaces are well defined.

### **Contract Management**

- Provides technical support to the Contracts Manager to ensure effective management of contractors and suppliers.
- Manages relationships with contractors and suppliers of rollingstock, rollingstock components and services, when required.

### **Quality Control and Safety**

- Undertakes internal and external audits on behalf of the branch and reports non-conformances as required.
- Complies with the PTA's Safety Policy and National and State Rail Safety legislation.

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## **SELECTION CRITERIA**

### **1. Core Competencies**

- Possession of a relevant engineering qualification (mechanical / mechatronics) and experience acceptable for admission as a member of the Institute of Engineers (Australia) in the category of Professional Engineer (MIEAust) OR substantial experience in a relevant mechanical engineering discipline.
- Experience in rollingstock, heavy mobile equipment engineering and maintenance or equivalent.

### **2. Computer Literacy**

- Experience with computer aided design software such as Autodesk Inventor, AutoCAD, or equivalent.
- Proficiency in MS Office Applications.

### **3. Management and Leadership**

- Demonstrated understanding and experience in contract and project management.
- Sound leadership and management skills including the ability to;
  - Provide clear advice, direction and appropriate feedback to multi-disciplinary teams.
  - Effectively manage human, financial and physical resources to achieve agreed outcomes, budget and deadlines.
- Experience in leading, managing, mentoring and developing staff.

### **4. Communication and Interpersonal**

- Well developed written and verbal communication skills.
- Good interpersonal 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.

### **5. Conceptual, Analytical and Problem Solving**

- Well developed conceptual, analytical, decision making and problem solving skills.
- Experience with root cause analysis and risk assessments.

### **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.
- Prepared to work outside normal office hours.
- Possession of a current Western Australian 'C' or 'C-A' Class Drivers 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 Authority may be required.

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**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**

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**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.

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**Signature**

.....  
**Date**