

JOB ROLE STATEMENT

INFRASTRUCTURE INVESTMENT PLANNING ANALYST LEVEL 6

DIRECTORATE OFFICE OF MANAGING DIRECTOR
BRANCH BUDGET AND PROGRAM MANAGEMENT **POSITION NO** VARIOUS

KEY RESPONSIBILITIES

Implement and support the development of policy and strategy for prioritising and funding road and/or bridge infrastructure investment proposals on the State road network. Prepare documentation to support road and/or bridge infrastructure investment planning and budget processes, including funding submissions. Prepare and periodically review Main Roads' Strategic Asset Plan.

KEY DELIVERIES

Investment Planning and Evaluation and Governance Systems

- Implement and support the development of policy and strategy for prioritising and funding road and/or bridge infrastructure investment proposals on the State road network.
- Prepare documentation to support road and/or bridge infrastructure investment planning and budget processes, including funding submissions.
- Assess road asset/network performance against defined measures and criteria to prioritise future road and/or bridge infrastructure investment proposals and develop unfunded programs.
- Evaluate and provide specialist advice on road and/or bridge infrastructure investment proposals, drawing on cost estimates, economic and financial analysis.
- Perform data analysis to support the prioritisation and programming of infrastructure investment proposals.
- Undertake research, including into government priorities, strategic drivers and potential prioritisation methods, to inform infrastructure investment priorities and process improvements.
- Prepare and periodically review Main Roads Strategic Asset Plan.
- Provide specialist advice and support to Main Roads staff in infrastructure investment planning systems, practices and products.
- Review and facilitate ongoing improvement of work processes and procedures within the Branch.

Leadership and Management

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

Stakeholder Relationships

- Build and enhance collaborative relationships with internal and external stakeholders e.g., Regional Offices, members of investment planning committees, Department of Treasury, Infrastructure WA.
- Liaise with internal and external stakeholders to facilitate infrastructure investment prioritisation and funding.
- Engage with internal and external stakeholders to facilitate the understanding and significance of Main Roads investment planning processes.

SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW 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
INVESTMENT PLANNING MANAGER

LEVEL 7

POSITION NO
P0070428

INFRASTRUCTURE INVESTMENT PLANNING ANALYST LEVEL 6

POSITIONS UNDER DIRECT SUPERVISION

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

TITLE and LEVEL	POSITION No
Infrastructure Investment Planning Officer LEVEL 5	

ALL POSITIONS UNDER CONTROL

State number of positions only

CATEGORY	NUMBER
Salaried, Wages	various

TOTAL	various
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SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE

ESSENTIAL:

- Substantial skill, knowledge and experience in:
 - evaluation of major infrastructure proposals, including economic analysis
 - preparing documentation on major infrastructure investment proposals, such as business cases and funding submissions
 - research and problem solving
 - building and enhancing stakeholder relationships
 - managing employee behaviour, performance and development
 - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
- Knowledge of:
 - management of critical information to support organisation’s reporting and decision making
 - policies and practices on Work Health and Safety (WHS), and on EEO, diversity and equity

DESIRABLE:

- A Degree in Economics, or Commerce, or Civil Engineering, or other relevant discipline.

CERTIFICATION

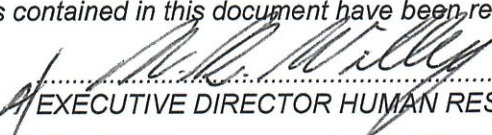
1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE		DATE	26/7/2024
	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	26.7.2024
	EXECUTIVE DIRECTOR		

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

SIGNATURE		DATE	26/7/24
	EXECUTIVE DIRECTOR HUMAN RESOURCES		