

JOB ROLE STATEMENT**TRANSPORT INSPECTOR
LEVEL 4**

DIRECTORATE METROPOLITAN AND SOUTHERN REGIONS
BRANCH HEAVY VEHICLE SERVICES

CATEGORY 1
POSITION NO VARIOUS

KEY RESPONSIBILITIES

Undertake the enforcement of heavy vehicle on-road compliance requirements in line with the Western Australian Heavy Vehicle legislative standards. Gather evidence on the breaches of heavy vehicle on-road compliance requirements and present evidence at court hearings, as required. Provide training, education sessions and advice to internal and external stakeholders on heavy vehicle on-road compliance requirements in line with the WAHV legislative standards.

KEY DELIVERIES**Heavy Vehicle On-Road Compliance Enforcement**

- Undertake the road enforcement of heavy vehicle on-road compliance requirements in line with the WAHV legislative standards.
- Set up roadblocks and inspection facilities for heavy vehicles in line with the Road Transport Compliance (RTC) Section operational strategies, initiatives and programs including traffic management arrangements to ensure road safety at roadblocks.
- Inspect vehicles to determine compliance with Mass, Dimension and Loading Requirements.
- Inspect vehicles to determine compliance with roadworthiness requirements and safety standards, including security of loads.
- Inspect vehicles to determine compliance with the requirements for carriage of dangerous and hazardous goods.
- Identify suspected breaches of licensing requirements (drivers/vehicle) and report suspected cases for investigation.
- Inspect vehicles records and interview drivers to determine compliance with WAHV legislative standards relating to vehicle maintenance and driver fatigue management.
- Undertake special weighing tasks of heavy vehicles including physical tasks and manual handling of equipment in adverse and extreme weather conditions whilst in locations with limited facilities.
- Undertake extensive country travel, including air travel, to isolated areas of Western Australia with regular prolonged periods away from the Perth Metropolitan Region.
- Undertake shift work including irregular start and finish work times, weekends and public holidays.
- Maintain up-to-date mechanical knowledge associated with heavy vehicles and apply to vehicle inspections.

Investigations, Infringement Notices and Court Hearings

- Undertake sensitive investigations to establish liability for offences and gather evidence for prosecutions.
- Determine and enforce actions at the breaches of WAHV legislative standards and issue Infringement Notices for non-compliance.
- Gather evidence, conduct recorded interviews and draft witness statements, where appropriate.
- Prepare detailed reports and supporting documentation and make recommendations for prosecutions.
- Attend court hearings and present evidence for prosecutions.
- Monitor and identify emerging issues and trends related to heavy vehicle on-road compliance checks and participate in the development of operational enforcement strategies and effective intelligence gathering on heavy vehicle movements State-wide.

Training, Education and Advice

- Provide education sessions and advice to the transport industry and heavy vehicle operators on vehicle on-road compliance requirements.
- Provide training to new Transport Inspection Wardens and recommendations for inclusion to their 'Career Conversations' process.

Stakeholder Relationships

- Build and maintain integrity and friendliness in relations with the transport industry and heavy vehicle operators.
- Collaborate with the State and Local Government Authorities, WA Police and other stakeholder networks to establish and share the intelligence on the movement of heavy transport State-wide.
- Build and maintain collaborative working relationships within the RTC Section team and other internal stakeholders within the Heavy Vehicle Services (HVS) Branch.
- Represent the Manager and the Inspectorate Section at various heavy vehicle transport forums.

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 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**

ROAD TRANSPORT COMPLIANCE CO-ORDINATOR

LEVEL 5

POSITION NO

P0061755 OR P0061756 OR P0062269

TRANSPORT INSPECTOR LEVEL 4

POSITIONS UNDER DIRECT SUPERVISION

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

TITLE and LEVEL

POSITION No

ALL POSITIONS UNDER CONTROL

State number of positions only

CATEGORY

NUMBER

Salaried, Wages

TOTAL

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

ESSENTIAL:

- Sound skill, knowledge and experience in:
 - on-road enforcement of heavy vehicle compliance requirements in line with a State or Territory legislation governing the operation of heavy vehicles on the public road network
 - setting up roadblocks and inspection facilities for heavy vehicles including traffic management arrangements
 - conducting evidential investigations, preparing detailed documents/reports and presenting evidence at various forums
 - building and enhancing stakeholder relationships
 - mitigating conflict in confronting situations
 - applying and adhering to Occupational Safety and Health principles, procedures and practices in relation to road safety, the performance of physical tasks and manual handling
- Knowledge of:
 - policies and practices on EEO, diversity and equity
- Possession of a current Western Australian 'C' Class (car) motor vehicle drivers' licence or an approved equivalent.

DESIRABLE:

- A Certificate III in Investigatory Services or other relevant discipline.

OTHER REQUIREMENTS:

Appointment of this role is also subject to:

- applicant's ability and willingness to undertake rostered country shifts, travelling via air and/or road
- applicant's ability and willingness to undertake shift work as rostered
- providing a current National Police Clearance/Check
- successfully completing a pre-employment medical assessment
- providing a Senior first Aid Certificate

CERTIFICATION

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

SIGNATURE

BRANCH/SECTION HEAD

DATE

12/10/2021

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

SIGNATURE

EXECUTIVE DIRECTOR METRO + SOUTHWEST REGIONS

DATE

15/10/2021

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

SIGNATURE

MANAGER HR BUSINESS

DATE

19/10/21