



Job Description Form

Our Purpose

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

Position Title

Railcar Driver (East Perth)

Level

Wages

Position Number

33535 - 33548
(14 FTE)

Division/Directorate

Transwa

Branch/Section

Operations / Rail

Effective Date

June 2021

Health Task Risk Assessment Category

1

Reporting relationships

Superordinate: Assistant Operations Manager Rail, Level 5

Subordinates: No Direct Reports

Key role of this position

Provides an effective operation of Transwa railcars and provides operational support to ensure the safe and efficient working of passenger trains.

Core duties and responsibilities

- Operates railcars in either single or multiple consists in a safe and effective manner.
- Carries out the examination of passenger trains including the conducting of brake and continuity testing.
- Carries out the preparation, stabling, turning and assembling of railcars.
- Carries out minor running repairs and records railcar faults.
- Carries out roll by inspections and pilot railcars as required.
- Corrects and resets minor on-road faults and diagnoses and liaises with specialist staff for major on-road faults and failures.
- Prepares reports in relation to railcar/vehicle/rollingstock defects, accidents, incidents and irregularities.
- Provides assistance and direction to the other Railcar Drivers in the Transwa Railcar Driver team.
- Operates in accordance with correct procedures, all communications equipment, access and inputs data via a computer keyboard and prepares documentation associated with the operation of the trains.
- Provides passenger assistance and customer service.
- Drives motor vehicles.
- Carries out as required, such tasks and functions that are within the limits of the employee's skills, competence and training.

Selection Criteria

1. Core Competencies

- Relevant technical expertise, including:
 - Current, significant and practical experience in the operation of diesel powered railcars and/or locomotives.
 - Practical experience in Freight Operations.
 - Good working knowledge and proven experience in rail safe working procedures
 - Good knowledge of personal safety equipment, with an ability to comply with requirements regarding use of on-site safety equipment and emergency treatment.
 - Good mechanical and electrical aptitude.

2. Communication and Interpersonal

- Good written, verbal and interpersonal communication skills.
- Ability to effectively work autonomously and in a team environment.

3. Conceptual, Analytical and Problem Solving

- Good problem solving skills.

4. 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 Authority may be required.
- Ability to work shift work and/or weekend work and public holidays as required to a 24 hour 7 day roster and be prepared to accept periods away from home.
- Ability to temporarily work at other Transwa Depots.
- Applicants must meet the special requirements shown below within an agreed period of time. Cancellation of the appointment will occur where an applicant does not meet the special requirements within an agreed period of time after appointment.
 - PTA Rail Traffic Crew (RTC) Track Access Permit
 - Arc Infrastructure Rail Traffic Crew Track Access Permit
 - Electrification Safety Awareness
 - Dangerous Goods Awareness
 - Senior First Aid
 - Customer Service Training
 - Use Communication Systems
 - Emergency Evacuation of Transwa Railcars
 - Fire Fighting
 - Manual Handling.

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