

Position Description



Position Title	Rail Safety Accreditation Lead
Position No	00078000
Delegation Level	006
Job Designation	Adviser
Organisational Unit	Safety & Technical Assurance Planning, Assurance & Delivery
Work Centre	Brisbane
Position Type	Permanent
Rail Safety Worker	No
Medical Fitness Standard	Refer to relevant business instructions.
Performance Plan Type	Team Member - PPR
Base Hours (Fortnight)	76.00
Shiftworker	No
Classification (Range)	AS6 .1 - AS6 .4
Pay Scale Type	ASPT
Reports to Position	Rail Safety Manager CRR

QUEENSLAND RAIL VALUES:

1 Queensland Rail - Be One, Proud and Focused
Treat each other with Respect - Be Open, Honest and Supportive
Enjoy what we do - Be Positive, Involved and Enthusiastic
Act Safely - Be Aware, Prepared and Accountable
Make a difference - Be Innovative, Adaptable and Resourceful

Position Purpose

Development and management of the Rail Safety Accreditation Plans and the Safety Change Management framework, including the collation of artefacts that support Queensland Rail's accreditation for Cross River Rail and ETCS Level 2 projects. Working across disciplines, identify, gather and generate material to support the Safety, Risk and Assurance team in the preparation of Notifications of Change to ONRSR.

Position Responsibilities

1. Development and management of the Rail Safety Accreditation Plans.
2. Work with project schedulers to ensure that accreditation timelines including Notifications of Change are aligned.
3. Development and implementation of the Safety Change Management framework, including co-ordinating the development of the associated plans and compiling content and supporting evidence from internal and external project and business stakeholders.
4. Collaborating with the Asset Acceptance Lead to ensure that accreditation and asset acceptance plans and activities are consistent.
5. Support management review of contractor-delivered artefacts and plans, assessing them for conformance and adequacy against rail safety national law and Queensland Rail SEMS.
6. Implement document control activities to ensure currency and support traceability of information.
7. Contribute to ONRSR engagement activities to support effective external communication throughout the life of the projects.

Additional Factors

The appointee will be required to :-

Position Description



- Comply with Queensland Rail's Code of Conduct;
- Observe all legal and safety obligations of the organisation;

What is the key selection criteria

1. Extensive knowledge of the rail safety regulatory environment, safety change management and safety management systems.
2. High level of skill in developing complex plans and analyses for internal and external audiences.
3. High level of communication and interpersonal skills to engage effectively with internal and external stakeholders about the delivery of project-critical outcomes.
4. High level of influencing and project management skills.
5. High level of skill in document development, report writing and interpretation of technical, non-technical and legislative information.
6. Knowledge of and willingness to commit to and work within Queensland Rail's Values and Behaviours

Pre-employment Checks:

Not Applicable

Mandatory Qualifications (If not already held, I will gain these when in position)

- 40007588 All Aboard
- 30000908 Safely Access the Rail Corridor (QNRP)
- 40001627 Building Emergency Procedures
- 40008876 Working in the Electrified Territory

Enterprise Qualifications (If not already held, I will gain these when in position)

- 40009601 Code of Conduct Refresher
- 40006537 Rail Safety Awareness

Health, Safety and Environment Responsibilities

Comply with the overarching document called Health, Safety and Environment Responsibilities MD-11-6843 located in the Safety and Environment Management System.

Personal Protective Equipment needs:

Refer to relevant business instructions.

Safety Publications

Refer to relevant business instructions.

Please Note:

Queensland Rail has a random alcohol and other drug testing program.
Testing can occur anywhere, at any time, on any day.