

Role Description

Senior Project Engineer

Rolling Stock



Cluster	Transport
Agency	Transport for NSW
Division/Branch/Unit	Infrastructure&Place / Rail Delivery/Rollingstock Delivery/Fleet Engineering
Location	Flemington
Classification/Grade/Band	Grade 9
Role Number	51020508
ANZSCO Code	233211
PCAT Code	2112492
Date of Approval	May 2020
Agency Website	www.transport.nsw.gov.au

Agency overview

At Transport, we're passionate about making NSW a better place to live, work and visit. Our vision is to give everyone the freedom to choose how and when they get around, no matter where they live. Right now, we're delivering a \$55.6bn program – the largest Australia has ever seen – to keep people and goods moving, connect communities and shape the future of our cities, centres and regions. At Transport, we're also committed to creating a diverse, inclusive and flexible workforce, which reflects the community and the customers we serve.

Our organisation – Transport for NSW – is comprised of numerous integrated divisions that focus on achieving community outcomes for the greater good and on putting our customers at the centre and our people at the heart of everything we do.

Primary purpose of the role

The primary purpose of this role is to support the Technical Manager and Project Management in the delivery and management of large scale complex multiple projects within a program of work within clearly defined scope, quality, time and cost constraints

Key accountabilities

- Deliver all technical tasks (including but not limited to response to RFIs, review and approval of ITPs, oversight of Temporary works Design, monitoring of design process and deliverables, contribution to future Operation and Maintenance plans) to comply with quality, safety and project management/engineering procedures and controls

- Answer, resolve or escalate all technical queries such that project deliverables and timelines are not compromised, and outcomes comply with design and regulatory requirements
- Provide advisory support to the formulation of design concepts and approaching, including design solutions to issues arising during design development, tender or transition phases
- Ensure implementation of approved quality plan/process complies with project plans and compliance with all relevant standards and specifications.
- Assist Project Management with determining project risks and develop a project Risk Management Plan (RMP), monitor and control risks through RMP
- Assist Project Management with communications of the project with relevant internal and external stakeholders and with responses to information requests from the client in relation to the project
- Contribute to tender assessment, procurement requirements, the preparation of tender and contract documents to ensure compliance with requirements

Key challenges

- Working in an environment of constantly competing priorities and managing these priorities to enable completion of projects while delivering day to day tasks in the required timeframes
- Engaging with a range of internal and external stakeholders whose agendas / priorities might not always be aligned

Key relationships

Who	Why
Internal	
Project Manager, Senior Project Manager, Engineering Manager	<ul style="list-style-type: none"> • Escalate issues, keep informed, advise and receive instructions • Provide regular updates on key projects, issues and priorities
Work Team	<ul style="list-style-type: none"> • Participate in meetings to represent work group perspective and share information • Participate in discussions and decisions regarding implementation of innovation and best practice
External	
Other Divisions within TfNSW, service providers, providers of specialist contracting and consultancy services, other government agency (State and Commonwealth); private sector groups; corporate and industry associations	<ul style="list-style-type: none"> • Participate in forums, groups to represent agency and share information • Participate in discussions regarding innovation and best practice or requests for information

Role dimensions

Decision making

As per the delegations for the role

Reporting line

This role reports directly to the Project Manager or to the Engineering Manager depending on size, nature complexity of the project(s) to which the role is assigned

Direct reports

This role may have several direct report, depending on the size and scale of the project being delivered

Budget/Expenditure

The budget/expenditure allocation for this role is to be confirmed

Essential requirements

Bachelor Degree qualifications in Mechanical, Electrical or Mechatronic Engineering, or equivalent relevant discipline, or equivalent professional qualification from a recognised tertiary institution

This role is recognised as requiring a Professional Engineer.




This role is identified as a Rail Safety Worker (RSW).

Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework

Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Adept
	Act with Integrity	Adept
	Manage Self	Adept
	Value Diversity	Intermediate
 Relationships	Communicate Effectively	Adept
	Commit to Customer Service	Adept
	Work Collaboratively	Adept
	Influence and Negotiate	Intermediate
 Results	Deliver Results	Adept
	Plan and Prioritise	Adept
	Think and Solve Problems	Adept
	Demonstrate Accountability	Adept
 Business Enablers	Finance	Intermediate
	Technology	Adept
	Procurement and Contract Management	Intermediate
	Project Management	Adept
 People Management	Manage and Develop People	Adept
	Inspire Direction and Purpose	Adept
	Optimise Business Outcomes	Intermediate
	Manage Reform and Change	Intermediate

Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework		
Group and Capability	Level	Behavioural Indicators
Personal Attributes Act with Integrity	Adept	<ul style="list-style-type: none"> • Represent the organisation in an honest, ethical and professional way and encourage others to do so • Demonstrate professionalism to support a culture of integrity within the team/unit • Set an example for others to follow and identify and explain ethical issues

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Relationships Commit to Customer Service	Adept	<ul style="list-style-type: none"> • Ensure that others understand the legislation and policy framework within which they operate • Act to prevent and report misconduct, illegal and inappropriate behaviour
Relationships Work Collaboratively	Adept	<ul style="list-style-type: none"> • Take responsibility for delivering high quality customer-focused services • Understand customer perspectives and ensure responsiveness to their needs • Identify customer service needs and implement solutions • Find opportunities to co-operate with internal and external parties to improve outcomes for customers • Maintain relationships with key customers in area of expertise • Connect and collaborate with relevant stakeholders within the community
Results Deliver Results	Adept	<ul style="list-style-type: none"> • Encourage a culture of recognising the value of collaboration • Build co-operation and overcome barriers to information sharing and communication across teams/units • Share lessons learned across teams/units • Identify opportunities to work collaboratively with other teams/units to solve issues and develop better processes and approaches to work
Results Demonstrate Accountability	Adept	<ul style="list-style-type: none"> • Take responsibility for delivering on intended outcomes • Make sure team/unit staff understand expected goals and acknowledge success • Identify resource needs and ensure goals are achieved within budget and deadlines • Identify changed priorities and ensure allocation of resources meets new business needs • Ensure financial implications of changed priorities are explicit and budgeted for • Use own expertise and seek others' expertise to achieve work outcomes
		<ul style="list-style-type: none"> • Assess work outcomes and identify and share learnings to inform future actions • Ensure that actions of self and others are focused on achieving organisational outcomes • Exercise delegations responsibly • Understand and apply high standards of financial probity with public monies and other resources • Identify and implement safe work practices, taking a systematic risk management approach to ensure health and safety of self and others • Conduct and report on quality control audits • Identify risks to successful achievement of goals, and

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Business Enablers Project Management	Adept	<p>take appropriate steps to mitigate those risks</p> <ul style="list-style-type: none"> • Prepare clear project proposals and define scope and goals in measurable terms • Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements • Prepare accurate estimates of costs and resources required for more complex projects • Communicate the project strategy and its expected benefits to others • Monitor the completion of project milestones against goals and initiate amendments where necessary • Evaluate progress and identify improvements to inform future projects
People Management Manage and Develop People	Adept	<ul style="list-style-type: none"> • Define and clearly communicate roles and responsibilities to achieve team/unit outcomes • Negotiate clear performance standards and monitor progress • Develop team/unit plans that take into account team capability, strengths and opportunities for development • Provide regular constructive feedback to build on strengths and achieve results • Address and resolve team and individual performance issues, including unsatisfactory performance in a timely and effective way • Monitor and report on performance of team in line with established performance development frameworks