

Role Description

Director Project Engineering & Design



Cluster	Transport
Agency	Sydney Metro
Division/Branch/Unit	Program Delivery / Engineering, Design & Assurance
Location	680 George Street, Sydney and other site locations
Classification/Grade/Band	Band 2A
Senior Executive Work Level Standards	Professional/Technical/Specialist
Role Number	Various
ANZSCO Code	133211
PCAT Code	2219192
Date of Approval	August 2019
Agency Website	https://www.sydneymetro.info
Rail Safety Worker	Yes

Agency overview

Sydney Metro is leading Australia's biggest public transport infrastructure program, developing and delivering a new world-class metro railway system for Sydney.

As a new NSW Government statutory authority, Sydney Metro has been tasked with developing and delivering metro railways, and managing their operations. Sydney Metro also leads the development of vibrant station precincts to meet customer and community needs, transforming the way Sydney travels and helping shape the future of Australia's largest city.

Primary purpose of the role

The primary purpose of the role is to provide technical, engineering and design leadership to a professional team across the engineering, design and assurance activities of a major Sydney Metro project, ensuring that Sydney Metro is an intelligent client that achieves the specified outcome by driving appropriate engineering, design and assurance outcomes. The role ensures that technical, engineering and design activity for the project meets all customer needs and business requirements within scope, quality, safety assurance, time and cost constraints, as well as regulatory and accreditation requirements.

Key accountabilities

- Model good leadership to inspire direction and delivery, develop people, and drive change
- Live the NSW Public Sector and organisational values to achieve outstanding outcomes for the organisation and customers

- Drive the achievement of required metro product outcomes for a Sydney Metro project and provide expert technical and design advice to ensure product and technical requirements and assurance provisions are understood and met by delivery contractors and their private sector partners
- Lead the review of all engineering and design documentation to identify issues and facilitate technical solutions
- Lead the timely preparation of designs through all required stages of development, including suitable design documents to meet product specifications and budget requirements, and to support planning, preparation, award and construction timeframes
- Lead assurance, systems engineering and compliance processes for all technical requirements to ensure all performance aspects of the contract are met
- Direct a team of engineering and design resources and participate on tender evaluation committees in relation to service providers, providing input and assistance in the preparation of technical tender and contract documents
- Lead the management and performance of technical services providers to ensure all design and engineering work meets customer needs as well as business requirements including scope, quality, and safety assurance and ensures value for money for whole of life of the asset
- Contribute and provide advice to support the establishment of an appropriate Sydney Metro engineering competency framework for design and engineering resources, and ensure that engineering decisions within the Project are made by competent staff
- Provide professional leadership to the internal design management team and to the design contractors to ensure timelines are met and costs are within budget for the design, construction and ongoing operations of a major Sydney Metro project

Key challenges

- Building productive, collaborative and cooperative relationships with a wide variety of public and private sector stakeholders and service providers to ensure value for money, best practice project management while delivering complex projects
- Leading, coordinating and managing a diverse team of engineering and design subject matter experts and ensuring adequate resources are available to complete technical reviews, and advising on the investigation and resolution of key issues related to the achievement of product outcomes on the project
- Ensuring the Sydney Metro product is safe, reliable, efficient, sustainable and meets customer needs in accordance with contract and performance requirements

Key relationships

Who	Why
Internal	
Deputy Executive Director Engineering, Design & Assurance	<ul style="list-style-type: none"> • Escalate issues, keep informed, advise and receive instructions • Provide regular updates on key projects and programs, issues and priorities • Contribute to strategic planning, policy development and decision making
Project Directors and Delivery Teams	<ul style="list-style-type: none"> • Escalate issues, keep informed, advise and receive instructions • Provide regular updates on key projects and programs, issues and

Who	Why
	<p>priorities</p> <ul style="list-style-type: none"> Contribute to strategic planning, policy development and decision making
Direct Reports	<ul style="list-style-type: none"> Lead, inspire and motivate the team, provide direction and manage performance Foster a working environment that is solution focused and that values collaboration to resolve issues quickly.
Engineering, Design and Assurance Associate Executive Directors	<ul style="list-style-type: none"> Collaboration on resource availability and allocation Provide update on project issues and priorities
External	
TfNSW and other Transport operating agencies, Client Control Groups, ASA	<ul style="list-style-type: none"> Build collaborative working relationships Contribute to the establishment and development of metro technical expertise within TfNSW
Government, business and community stakeholders, professional engineers and associations, independent certifiers/safety assessors	<ul style="list-style-type: none"> Build collaborative working relationships Representing Sydney Metro on committees, working parties and related forums and advocating the position of the team in line with strategic and business plans Liaise regarding key technical interfaces between the major contracts to ensure timely resolution of issues overall project success Manage technical services suppliers

Role dimensions

Decision making

This role operates with a high level of autonomy within the requirements of the agreed work plan and establishes strategic operational priorities in consultation with the Project Director and the Deputy Executive Director Engineering, Design & Assurance. The position is expected to deliver assigned projects to the required quality on time and at or below budget and is fully accountable for the quality, integrity and accuracy of expert advice provided.

Reporting line

Sydney Metro operates under a matrix reporting model across functional and implementation groups or project workstreams

The role reports to the Project Director for day to day activities and the Deputy Executive Director Engineering, Design & Assurance from a functional perspective.

Direct reports

The role has a number of direct reports (to be confirmed) depending on the project phase.

Budget/Expenditure

The budget/expenditure allocation for the role will be confirmed

Essential requirements

Relevant tertiary qualifications or equivalent experience in engineering, built environment or transport infrastructure related fields

Demonstrated experience with and understanding of the legislation, policy, business processes and practices involved in planning for and delivering major rail projects.

Demonstrated experience with and understanding of engineering management processes and practices that fulfil Asset Standards Authority Authorised Engineering Organisation requirements

Demonstrated experience in the leadership and management of technical experts and delivery of technical outcomes in a complex project environment.

Demonstrated knowledge of the current transport systems and operations across NSW and an ability to integrate new systems of service delivery into existing services, assets and infrastructure

The 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

This role also utilises occupation specific capability sets which contains information from the **Engineering Professionals Capability Set**. This is available at <https://www.engineersaustralia.org.au>

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	Advanced
	Act with Integrity	Highly Advanced
	Manage Self	Advanced
	Value Diversity	Advanced
 Relationships	Communicate Effectively	Advanced
	Commit to Customer Service	Advanced
	Work Collaboratively	Advanced
	Influence and Negotiate	Advanced
 Results	Deliver Results	Advanced
	Plan and Prioritise	Advanced
	Think and Solve Problems	Highly Advanced
	Demonstrate Accountability	Highly Advanced
 Business Enablers	Finance	Adept
	Technology	Advanced
	Procurement and Contract Management	Advanced
	Project Management	Advanced
 People Management	Manage and Develop People	Advanced
	Inspire Direction and Purpose	Advanced
	Optimise Business Outcomes	Adept
	Manage Reform and Change	Adept

Occupation / profession specific capabilities

Engineering Professionals Capability Set

 Engineering	Professional Engineering Knowledge	Level 5
	Creativity and Innovation	Level 5
	Evaluation	Level 5

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	Highly Advanced	<ul style="list-style-type: none"> Champion and act as an advocate for the highest standards of ethical and professional behaviour Drive a culture of integrity and professionalism across the organisation, and in dealings cross-government, cross-jurisdiction and outside of government Define, communicate and evaluate ethical practices, standards and systems and reinforce their use Create and promote a climate in which staff feel able to report apparent breaches of rules, policies and guidelines and act promptly and visibly in response to such reports
Relationships Commit to Customer Service	Advanced	<ul style="list-style-type: none"> Promote a culture of quality customer service in the organisation Initiate and develop partnerships with customers to define and evaluate service performance outcomes Promote and manage alliances within the organisation and across the public, private and community sectors Liaise with senior stakeholders on key issues and provide expert and influential advice Identify and incorporate the interests and needs of customers in business process design Ensure that the organisation's systems, processes, policies and programs respond to customer needs
Relationships Work Collaboratively	Advanced	<ul style="list-style-type: none"> Build a culture of respect and understanding across the organisation Recognise outcomes which resulted from effective collaboration between teams Build co-operation and overcome barriers to information sharing, communication and collaboration across the organisation and cross-government Facilitate opportunities to engage and collaborate with external stakeholders to develop joint solutions
Results Deliver Results	Advanced	<ul style="list-style-type: none"> Drive a culture of achievement and acknowledge input of others Investigate and create opportunities to enhance the achievement of organisational objectives Make sure others understand that on-time and on-budget results are required and how overall success is defined Control output of business unit to ensure government outcomes are achieved within budget Progress organisational priorities and ensure effective acquisition and use of resources Seek and apply the expertise of key individuals to achieve organisational outcomes
Results Think and Solve Problems	Advanced	<ul style="list-style-type: none"> Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues Work through issues, weigh up alternatives and identify the

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
		<p>most effective solutions</p> <ul style="list-style-type: none"> • Take account of the wider business context when considering options to resolve issues • Explore a range of possibilities and creative alternatives to contribute to systems, process and business improvements • Implement systems and processes that underpin high quality research and analysis
Results Demonstrate Accountability	Highly Advanced	<ul style="list-style-type: none"> • Direct the development of effective systems for the establishment and measurement of accountabilities, and evaluate ongoing effectiveness • Promote a culture of accountability with clear line of sight to government goals • Set standards and exercise due diligence to ensure work health and safety risks are addressed • Inspire a culture which respects the obligation to manage public monies and other resources responsibly and with probity • Ensure that legislative and regulatory frameworks are applied consistently and effectively across the organisation • Direct the development of short and long term risk management frameworks to ensure the achievement of government aims and objectives
Business Enablers Project Management	Advanced	<ul style="list-style-type: none"> • Prepare scope and business cases for more ambiguous or complex projects including cost and resource impacts • Access key subject-matter experts' knowledge to inform project plans and directions • Implement effective stakeholder engagement and communications strategy for all stages of projects • Monitor the completion of projects and implement effective and rigorous project evaluation methodologies to inform future planning • Develop effective strategies to remedy variances from project plans, and minimise impacts • Manage transitions between project stages and ensure that changes are consistent with organisational goals
People Management Manage and Develop People	Advanced	<ul style="list-style-type: none"> • Refine roles and responsibilities over time to achieve better business outcomes • Recognise talent, develop team capability and undertake succession planning • Coach and mentor staff and encourage professional development and continuous learning • Provide timely, constructive and objective feedback to staff • Address and resolve team and individual performance issues, including serious unsatisfactory performance, in a timely and effective way • Implement performance development frameworks to align

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
		workforce capability with the organisation's current and future priorities and objectives

Occupation specific capability set (Engineering Professionals)

Category, Sub-category	Level and Code	Skill and Level Description
Engineering Professional Knowledge	Level 5	<ul style="list-style-type: none">• Provide expert advice and strategic direction for advancing complex engineering knowledge, theory and practices.• Display deep, theoretical understanding of the underpinning mathematical, scientific, natural and physical sciences required to practice in a specialist area of engineering practice.• Identify, evaluate and advise on how advances in specialist engineering knowledge, practice or technology can be harnessed to optimise current practices, processes and activities in a specific context and area of practice.• Research and anticipate how global advances in knowledge or technology will impact engineering practices, processes and activities in specific area of engineering practice or operational context.• Drive strategic engineering planning and integrated management of complex engineering operations.• Drive high level stakeholder relationships within and beyond the business and engineering profession.• Establish engineering risk management and compliance frameworks, policies and systems for an organisation or area of operation.• Review and assess work across a portfolio of projects to optimise business and client or stakeholder outcomes.• Optimise the contribution of engineering systems, technologies and operations to organisational or wider societal standards for sustainability outcomes