

# Role Description

## Manager, Engineering and Asset Management

<b>Cluster</b>	Transport for NSW
<b>Agency</b>	Transport for NSW
<b>Division/Branch/Unit</b>	Regional and Outer Metro
<b>Location</b>	Newcastle / Dubbo / Kangy Angy
<b>Classification/Grade/Band</b>	TSSM
<b>Kind of Employment</b>	Fixed Term
<b>Role Number</b>	TBC
<b>ANZSCO Code</b>	133211
<b>PCAT Code</b>	2119192
<b>Date of Approval</b>	May 2020
<b>Agency Website</b>	<a href="http://www.transport.nsw.gov.au">www.transport.nsw.gov.au</a>

### 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 nine 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.

### Regional & Outer Metropolitan Division

We engage with our customers and communities to deliver safe and tailored transport choices that connect regional NSW and contribute to strong economic growth and sustainability

We are a division with big responsibilities and ambitions for making regional NSW a better place to live, work and enjoy. We take a holistic view of regional transport. We plan, build and operate our transport network and services with our customer in mind. We improve the efficiency, reliability and safety of transport within and between regional cities and centres.

## Primary purpose of the role

The Manager, Engineering and Asset Management leads the review and assessment of contract asset management strategies and plans to ensure alignment with TfNSW's objectives and contractual obligations whilst ensuring they are supported by high quality asset management policies, systems and practices to achieve optimal return on investment, value for money and effective deployment of TfNSW's Regional and Outer Metropolitan's assets to include the New Intercity Fleet assets.

It includes leading the engineering/technical stream of TfNSW's NIF contract engineering team together with managing the supplier's performance with respect to asset and configuration management, maintenance service delivery and technical continuous improvement in accordance with contractual requirements.

## Key accountabilities

- Review Regional and Outer Metropolitan's asset management plans and strategy's with respect to current and impending contracts to ensure they are fit for purpose and meet TfNSW operational and financial objectives. Communicate expectations and obligations through to Senior Executives and managers and monitor and report on performance to optimise the value of the asset portfolio.
- Lead implementation of the engineering and asset audit and assurance program, providing professional oversight to the NIF contract team activities to protect TfNSW's investment and financial interests.
- Technical management of the NIF contract with the supplier to ensure that the fleet can meet the operational and financial objectives of TfNSW to include opportunities for improvement.
- Management of the engineering team including staff development and any delegated responsibilities as required.
- Ensure that the supplier fulfils their technical obligations in accordance with the contract.
- Evaluate the cost of proposed modifications in consideration of safety, customer outcomes and added opex.
- Manage all external technical engineering and asset management interfaces for TfNSW's electric fleet and associated simulators / maintenance facilities to ensure compliance with delivery, compliance and reporting responsibilities.
- Develop and implement the required frameworks, tools, processes and procedures and systems to enable successful delivery and support of programs and projects with respect to engineering and asset management contractual obligations.
- Execute safety responsibilities, authorities and accountabilities consistent with relevant safety management system requirements.
- Reviewing new and updated standards that are applicable to TfNSW to include managing the interface with ASA and any external parties as relevant and provide feedback on how these could be optimised for safe and efficient rolling stock operation.

## Key challenges

- Driving the technical performance of maintenance suppliers to ensure that the opportunities of increased fleet reliability, maintenance cost optimisation and operational performance are realised.
- Driving a greater commercial appreciation for protection of asset values in a context where commerciality is still evolving over time, and where sophistication levels have historically been comparatively low
- Influencing the pursuit of continuous improvement and new technologies by the supplier to provide the best outcome where contractual backing may be unclear.

## Key relationships

Who	Why
<b>Internal</b>	
Project Director New Intercity Fleet	<ul style="list-style-type: none"> <li>• Provide expert advice, counsel and recommendations on engineering and asset management issues with respect to the contractual obligations to influence organisational decisions and initiatives</li> <li>• Report on progress towards business objectives and discuss future directions</li> <li>• Provide advice and set priorities</li> </ul>
TfNSW ROM Division, other TfNSW Executives and Divisions to include NSW	<ul style="list-style-type: none"> <li>• Participate in the formulation of Cluster assets management strategies and solutions, compliance monitoring and sharing of information</li> <li>• Provide expert engineering and asset management advice to influence decisions, create buy-in, share accountability and resolve conflicts</li> </ul>
Direct Reports	<ul style="list-style-type: none"> <li>• Lead, guide and support</li> <li>• Set performance expectations and manage performance and development</li> </ul>
<b>External</b>	
Other NSW Government Agencies	<ul style="list-style-type: none"> <li>• Establish professional networks and relationships to maintain currency of issues, share ideas and learnings, and collaborate on common responses to emerging and/or developing issues</li> </ul>
NSW Treasury and Treasury agencies	<ul style="list-style-type: none"> <li>• Align NIF's asset management strategies and practices with sector wide directions and requirements</li> </ul>
Vendors/Service Providers and Consultants	<ul style="list-style-type: none"> <li>• Negotiate and approve contracts or service level agreements with external providers</li> <li>• Manage contracts and monitor provision of service to ensure compliance with contracts and service arrangements</li> </ul>

## **Role dimensions**

### **Decision making**

This position has full decision-making delegation to:

- authorise the supplier to perform additional maintenance and determine which tasks require specific approval within the assigned delegation level
- make technical decisions on behalf of TfNSW on whether delays have been caused by rolling stock faults
- decide on required audits and determine actions for the supplier

### **Reporting line**

This role reports to the NIF Project Director

### **Direct reports**

It is anticipated that this role will have up to 3 direct reports varying as per project requirements.

### **Budget/Expenditure**

The budget for this role is to be determined

### **Key knowledge & experience**

- Previous experience with technical systems and equipment, such as rolling stock, aircraft, marine, defense or similar.

### **Essential requirements**






- Tertiary qualification in a relevant field

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

## 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
<b>Personal Attributes</b> Act with Integrity	Adept	<ul style="list-style-type: none"> <li>• Represent the organisation in an honest, ethical and professional way and encourage others to do so</li> <li>• Act professionally and support a culture of integrity</li> <li>• Identify and explain ethical issues and set an example for others to follow</li> <li>• Ensure that others are aware of and understand the legislation and policy framework within which they operate</li> <li>• Act to prevent and report misconduct and illegal and inappropriate behaviour</li> </ul>
<b>Relationships</b> Work Collaboratively	Advanced	<ul style="list-style-type: none"> <li>• Build a culture of respect and understanding across the organisation</li> <li>• Recognise outcomes which resulted from effective collaboration between teams</li> <li>• Build co-operation and overcome barriers to information sharing, communication and collaboration across the organisation and cross-government</li> <li>• Facilitate opportunities to engage and collaborate with external stakeholders to develop joint solutions</li> </ul>
<b>Relationships</b> Influence and Negotiate	Adept	<ul style="list-style-type: none"> <li>• Negotiate from an informed and credible position</li> <li>• Lead and facilitate productive discussions with staff and stakeholders</li> <li>• Encourage others to talk, share and debate ideas to achieve a consensus</li> <li>• Recognise diverse perspectives and the need for compromise in negotiating mutually agreed outcomes</li> <li>• Influence others with a fair and considered approach and sound arguments</li> <li>• Show sensitivity and understanding in resolving conflicts and differences</li> <li>• Manage challenging relationships with internal and external stakeholders</li> <li>• Anticipate and minimise conflict</li> </ul>
<b>Results</b> Plan and Prioritise	Adept	<ul style="list-style-type: none"> <li>• Consider the future aims and goals of the team, unit and organisation when prioritising own and others' work</li> <li>• Initiate, prioritise, consult on and develop team and unit goals, strategies and plans</li> <li>• Anticipate and assess the impact of changes, including government policy and economic conditions, on team and unit objectives and initiate appropriate responses</li> <li>• Ensure current work plans and activities support and are consistent with organisational change initiatives</li> <li>• Evaluate outcomes and adjust future plans accordingly</li> </ul>

## NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
<b>Results</b> Think and Solve Problems	Advanced	<ul style="list-style-type: none"> <li>Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues</li> <li>Work through issues, weigh up alternatives and identify the most effective solutions</li> <li>Take account of the wider business context when considering options to resolve issues</li> <li>Explore a range of possibilities and creative alternatives to contribute to systems, process and business improvements</li> <li>Implement systems and processes that underpin high quality research and analysis</li> </ul>
<b>Business Enablers</b> Finance	Advanced	<ul style="list-style-type: none"> <li>Apply a thorough understanding of recurrent and capital financial terminology, policies and processes to planning, forecasting and budget preparation and management</li> <li>Identify and analyse trends, review data and evaluate business options to ensure business cases are financially sound</li> <li>Assess relative cost benefits of direct provision or purchase of services</li> <li>Understand and promote the role of sound financial management and its impact on organisational effectiveness</li> <li>Involve specialist financial advice in review and evaluation of systems and processes used to identify opportunities for improvement</li> <li>Respond to financial and risk management audit outcomes, addressing areas of non-compliance</li> </ul>
<b>Business Enablers</b> Procurement and Contract Management	Adept	<ul style="list-style-type: none"> <li>Apply legal, policy and organisational guidelines and procedures relating to procurement and contract management</li> <li>Develop well-written, well-structured procurement documentation that clearly sets out the business requirements</li> <li>Monitor procurement and contract management processes to ensure they are open, transparent and competitive</li> <li>Be aware of procurement and contract management risks, and actions to manage or mitigate risk in monitoring contract performance</li> <li>Evaluate tenders and select providers in an objective and rigorous way, in line with established guidelines and principles</li> <li>Escalate procurement and contract management issues, where required</li> </ul>
<b>People Management</b> Optimise Business Outcomes	Advanced	<ul style="list-style-type: none"> <li>Develop workforce plans that effectively distribute organisational resources to achieve business goals</li> <li>Plan for strategic use of human resources that links to wider organisational aims and goals</li> <li>Encourage others to strive for ongoing performance improvement</li> </ul>

**NSW Public Sector Capability Framework**

<b>Group and Capability</b>	<b>Level</b>	<b>Behavioural Indicators</b>
		<ul style="list-style-type: none"><li>Align systems and processes to encourage improved performance and outcomes</li></ul>