

Role Statement



TITLE OF POSITION: TRACK PROTECTOR
CLASSIFICATION LEVEL: INF3

Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by providing safe, effective and efficient planning, transport and infrastructure networks across the state and facilitating development of the State's Infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

DPTI is a values based organisation and relies on its people to live the values through positive behaviours to improve outcomes for employees and all South Australians.

By working together we capitalise on a unique and powerful opportunity – to connect with every part of our community and deliver positive outcomes every day.

Division

The Safety and Service Division comprises four directorates: Operational Services, Asset Management, Project Delivery and Safety and Policy Programs. This role forms part of the Asset Management Directorate / Rail Infrastructure Maintenance Section.

Role Overview

The Track Protector is responsible for performing track protection functions in accordance with the Rail Safety National Law, WHS and quality standards including:

- Carrying out assigned protection and/or work activities as required
- Performing Lookout Working duties on the rail network ensuring vigilance is maintained at all times
- Implementing:
 - Absolute Signal Blocking using approved track safe working systems and operating procedures
 - Track Work Authority (TWA) and manage rail traffic through worksites in accordance with operating procedures
 - Track Occupancy Authorities (TOA)
 - Local Possession Authority protection for the infrastructure and/or workgroups during rail work activities
- Planning and coordinating track protection for worksites within the limits of track authorities.

The role is accountable to the Unit Manager Track, Civil and Environmental Maintenance, works under the general direction of workgroup team leaders and liaises with a range of internal and external customers, including service providers, contractors, Asset Maintenance workgroups and members of the public.

Directorate: Asset Management
Position Number: Rail Commissioner
ANZSCO Code: 8216
Location: Mile End Depot



Government of South Australia
Department of Planning,
Transport and Infrastructure

Key Outcomes of the Role

The Track Protector is required to undertake a wide range of activities which may include all or any of the following:

- a. Undertake track protection functions in accordance with safeworking and regulatory requirements and workplace procedures, including accessing and interpreting information about track protection requirements, carrying out assigned protection and/or work activities, and responding appropriately to safety incidents and abnormal situations within the limits of prescribed training
- b. Assist with the planning and scheduling of work functions and contribute to the preparation of resources including the set up and operation of maintenance machinery, equipment and/or facilities requiring the exercise of skills and knowledge
- c. Operate tools, machinery and equipment relevant to assigned duties and provide assistance and cooperation to other employees
- d. Apply specific and prescribed training and experience in a rail maintenance area, with an ability to apply relevant practices, procedures and standards
- e. Prepare and maintain records and incident reports as required
- f. Actively participate in the identification and implementation of strategies to control risks, including reporting notifiable occurrences and environmental incidents
- g. Performing work either individually, or as part of a team and may, from time to time be required to perform work at a lower level; or other work appropriate to the classification
- h. Contributing to a safe, diverse and healthy work environment free from discrimination and harassment by working in accordance with legislative requirements, the Code of Ethics for the South Australian Public Sector, equal employment opportunity and departmental human resource policies, including Work Health Safety and Wellbeing requirements.
- i. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

Special Conditions and Essential Requirements

Identified as a Rail Safety Worker role, classified as Safety Critical Worker Category 1 and is subject to periodic health assessments as per Rail Safety National Law (SA) 2012.

All Rail Safety Workers must carry out their duties in accordance with the Rail Safety National Law (SA) Act 2012 and as outlined within the Rail Commissioner's Safety Management System.

The incumbent is required to work shiftwork in accordance with a seven (7) day roster including day, night and weekend work and public holidays.

The incumbent may be required to attend to emergency callouts as necessary.

Qualifications / Licences

- a. Certificate 2 and 3 in Transport and Logistics (Track Protection) or equivalent qualification in a similar discipline; or currently studying towards.
- b. SA Driver's Licence is essential

Person Capabilities

- a. Demonstrate awareness and respect for Aboriginal and Torres Strait Islander people's cultural values and social issues that may impact on their ability to access services and programs.

- b. Demonstrates a commitment to exhibiting and inspiring their team members and workforce to actively engage in the behaviours that reflect the DPTI values including:
 - i. **Collaboration** – “At DPTI we work collaboratively as one team to serve the South Australian Community. This means our diversified teams work together to achieve our shared goals.”
 - ii. **Honesty** – “At DPTI we are honest, open and act with integrity. This means we are truthful, sincere and transparent in our decision making and act at all times in such a way as to uphold the trust of the people we work with.”
 - iii. **Excellence** – “At DPTI we are committed to excellence in everything we do. This means we use our energy, skills and resources to make whatever we’re doing the best. We are committed to ensuring the Health and Safety of our employees and customers.”
 - iv. **Enjoyment** – “At DPTI we enjoy our work and recognise our success. This means we have fun at work, celebrate our achievements and foster an environment where our people can thrive”.
 - v. **Respect** – “At DPTI we respect, understand and value ourselves and every person in our business. This means we listen, embrace diversity in others and have a consistent application in our approach to one another.”
- c. Exhibit behaviours that model integrity, professional accountability and diversity across the department, across-government, and community interactions in line with the SA Government's Code of Ethics and the *Equal Employment Opportunity Act 1987*.
- d. Demonstrates commitment and accountability to the implementation of the Premier's Safety and Wellbeing Declaration and requirements of the *Work Health and Safety Act 2012*, utilising AS/NZS ISO31000:2009 Risk Management or equivalent.
- e. Works collaboratively with staff to deliver work and to contribute to the evaluation of service performance objectives.
- f. Demonstrated experience in rail maintenance, construction and/or civil infrastructure environment, undertaking activities to a high quality standard under general direction
- g. Ability to apply specific and prescribed training and experience in a rail maintenance and/or civil infrastructure environment, including the application of relevant practices, procedures and standards
- h. Proven ability to work quickly, efficiently and in a safe manner applying initiative and judgement while ensuring all work practices comply with relevant legislation, regulations and standards
- i. Well-developed communication skills, including the ability to liaise effectively at all levels, listen to staff, service providers and customers, resolve conflict, contribute to successful and positive negotiations; and formulate and convey solutions to problems.

Delegate Approval

.....

Name

.....

Signature

Date: / /