

Role Statement



TITLE OF POSITION: Construction Supervisor
CLASSIFICATION LEVEL: OPS3

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

Safety and Services Division comprises four directorates: Public Transport Operations, Asset Management, Infrastructure Delivery and Regulation.

This role belongs within the Asset Management Directorate which:

- Develops and implements infrastructure strategies and initiatives for the portfolio
- Develops asset management strategies, including preparing, managing and maintaining asset registers and asset information systems
- Provides a systematic and coordinated approach to optimally sustain portfolio infrastructure
- Maximizes the value and delivery of infrastructure and assets over their whole of life
- Provides governance review mechanisms including performance monitoring
- Delivers the maintenance of assets to increase asset performance and return on investment, including building facilities, rail infrastructure and rolling stock, road network, marine facilities & fleet, plant and equipment.

Role Overview

The position is accountable for the direct supervision of field work groups and the day to day on-site coordination of construction and maintenance activities to ensure implementation of work to time, quality and cost criteria, ensuring compliance with departmental systems, workplace health and safety, human resource and environmental standards at operational worksites and undertaking a range of activities associated with the management of contracts.

Key Outcomes of the Role

Directorate:
Position Number:
ANZCO Code:
Location: #OPS3 Template #11657424



Government of South Australia
Department of Planning,
Transport and Infrastructure

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

- a. Coordinating and supporting small operational or technical work programs, services and projects that are consistent with agency strategies, policies and priorities and deliver the Section's objectives.
- b. Supervising and training staff where required including allocating work for small field or trade based operations and monitoring and maintaining the standard of work quality, service delivery and/or compliance with regulations, codes, and specifications.
- c. Assisting with investigations, maintaining records and systems and contributing to the development of operational programs, services and projects and performance benchmarking.
- d. Providing operational advice and delivering specific technical or operational skill that supports the delivery of programs.
- e. Liaising with operational or technical stakeholders, as required, to support the ongoing effective performance of operational or technical work programs, services and projects.
- f. Supporting the implementation of relevant and effective policies, strategies, standards, guidelines and procedures to meet program or section goals and objectives.
- g. 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.
- h. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

Special Conditions and Essential Requirements

Qualifications / Licences

- a. Nil.

Person Capabilities

- a. Demonstrated ability to work respectfully and effectively with Aboriginal and Torres Strait Islander people and an understanding of Aboriginal cultural values and social issues and ensuring programs and services are accessible and meet Aboriginal community needs.
- 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. Work collaboratively and develop partnerships with employees to deliver and evaluate service performance objectives.
- f. Experience in contributing a range of specific operational or technical skills and knowledge, respecting relevant legislation and quality and risk management requirements to support operational programs, services, projects and functions.
- g. Proven ability to work under general direction, including coordinating or contributing to the planning and delivery of assigned trade or field based work programs or operations and setting priorities to achieve objectives.
- h. Sound understanding of the quality and risk management requirements and functions of a technical services or operational program, including an understanding of the relevant legislation and regulations that impact on the functions of the role and the Agency.

Delegate Approval

.....

Name

.....

Signature

Date: / /