



In mid 2014, an exciting Light Rail system in the Gold Coast came alive, linking people and communities along the coast. The G:link is operated and maintained by KDR – a joint venture between international tram and bus operator, **Keolis**, and Australia's leading provider and maintainer of passenger and freight rolling stock, **Downer Rail**, as part of the GoldLinQ consortium. As a world-class, reliable and integrated transport network, G:link is central to the Gold Coast City Council's 'Bold Future' vision to be a leader in sustainable living.

Safety, Quality and Environmental Officer

Position Description:

Assist and support the SQE Director in delivering an effective and efficient function.

Reporting to:

Safety, Quality and Environmental Director

Position Responsibilities:

- Assisting the safety, Quality and Environmental Director in delivering an effective and efficient function
- Ensures that the Integrated Management Plan – including: Environmental Management Plan and the Sustainability Management Plan are disseminated throughout the company
- Monitors the environmental and sustainability audit programs and participates
- Updates SQE plans and procedures according to the instructions of the SQE Director
- Participates in emergency exercise planning and feedback
- Coordinates the achievement of Environment and Sustainability KPIs
- Develops and implements Green Power programs and
- Implements Infrastructure Sustainability Council of Australia Rating requirements

Competencies Required:

- Work as a Rail Safety Worker Category 1 (safety critical worker)
- Is able to plan and organise own workload and meet deadlines
- Understanding of safety/environmental systems and able to learn about related disciplines
- Understanding rail operations
- Essential minimum qualifications: Qualifications in Environmental Management; and Auditing
- Ability to proficiently use MS Word, MS Excel, MS PowerPoint, MS Outlook, MS Access, MS Visio etc.
- Hazard identification and management for one or more disciplines

Profile Requirements:

- Experienced in Environmental fields
- A highly self-motivated team player, with sound organisational skills
- Fluent in English with excellent written and verbal communication skills
- Customer-focused with the ability to inspire your team with commitment and enthusiasm
- Able to identify and rectify problems and issues in a timely manner

- Ability and motivation to add Safety skills and qualifications
- Experienced in developing and presenting training programs or the ability to gain these
- A competent communicator both verbal and written
- Able to demonstrate a high level problem solving and analytical skills
- Legally entitled to live and work in Australia

All KDR Gold Coast workers have a responsibility to comply with and implement the KDR Integrated Management System and to participate in processes, systems and procedures for Safety Environment and Quality that support KDR Gold Coast business activities. Responsibilities are set out below:

- Comply with and implement the processes and systems that support positive safety culture and integrate positive safety culture into everyday work activities and behaviours
- Contribute through the implementation of work activities and demonstrate behaviours in line with a positive safety culture to achieve KDR Gold Coasts' objectives and targets
- Comply with and implement, participate in and support the KDR Gold Coasts' continuous improvement processes and systems
- Participate in internal and external audits for continuous improvement of KDR Gold Coasts' systems and processes
- Comply with and implement KDR Gold Coasts' systems and processes
- Attend education, awareness and training provided by KDR Gold Coast, hold the competencies to perform the role
- Report all incidents and accidents in accordance with KDR Gold Coasts incident reporting process
- Participate in KDR Gold Coasts injury management process
- Integrate SQE performance requirements into behaviours and activities, follow processes and systems and provide feedback to the SQE team to facilitate continuous improvement
- Comply with and implement KDR Gold Coasts' Fit for Work programs and system and attend work – fit for work
- Comply with and implement the SQE requirements for human factors identification and assessment
- Participate in, comply with and implement the processes and systems that facilitate corrective actions, opportunities for improvement and hazard reporting

If you feel you have what we are looking for then please apply online today to Emily Burt, HR Advisor at emily.burt@keolisdowner.com.au.