

POSITION DESCRIPTION

Safety and Risk Manager (Stage 3)

Position Purpose:

Support KD with respect to workplace health and safety and risks associated with the construction and mobilisation of the Gold Coast Light Rail Stage 3 extension to the light rail system.

Reporting to:

Project Director Stage 3

Position Responsibilities:

Co-ordination of quality and risk activities relating to the fulfilment of KD obligations to participate and influence design outcome to provide a light rail system which is safe and accessible for passengers and KD staff in the line of their duties.

Duties include;

- Representing KD at meetings with contractors and GoldlinQ;
- Provide advice and direction relating to safety in design and installation;
- Represent KD at FAT, SAT, SIT testing as required;
- Attend inspections and site as required to determine whether design has adequately incorporated safety, quality and risk mitigation as necessary;
- Provision of a handover report demonstrating that due diligence has been undertaken and to signify that the system can be accepted into operation;
- Provision of a Change Management Plan aligned to the D&C3 and GoldlinQ project plans;
- Compilation of Management of Change processes associated with Stage 3 works, interfacing into the rest of the GCLR and associated Risk Assessments; and
- Ensure the Operational Risk Register is updated.

Competencies Required:

- Work as a Rail Safety Worker Category 2 (safety critical worker);
- Proven experience in relation to project quality management procedures;
- Proven experience in identifying, quantifying and controlling risk;
- Essential: Light operations experience;
- Desirable: Project management experience.

Profile Requirements:

- Diploma WH&S;
- A highly self-motivated team player, with sound organisational skills;
- Fluent in English with excellent written and verbal communication skills;
- Able to identify and rectify problems and issues in a timely manner;
- A competent verbal and written communicator;
- Legally entitled to live and work in Australia.

POSITION DESCRIPTION

All Keolis Downer Gold Coast (KD) workers have a responsibility to comply with and implement the Integrated Management System and to participate in processes, systems and procedures for Safety, Quality and Environment (SQE) that support KD 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 KD's objectives and targets
- Comply with and implement, participate in and support the KD's continual improvement processes and systems
- Participate in internal and external audits for continual improvement of KD's systems and processes
- Comply with and implement KD's systems and processes
- Attend education, awareness and training provided by KD, hold the competencies to perform the role
- Report all incidents and accidents in accordance with KD's incident reporting process
- Participate in KD's injury management process
- Integrate SQE performance requirements into behaviours and activities, follow processes and systems and provide feedback to the SQE team to facilitate continual improvement
- Comply with and implement KD's 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