

## POSITION DESCRIPTION

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# Civil Engineer – O&M Design Integration (Stage 3)

### Position Purpose

To protect Keolis Downer Gold Coast's (KD) interests, as the Gold Coast Light Rail Operations and Maintenance (O&M) Contractor, with respect to the availability, maintainability and operability of civil design and construction works associated with the Stage 3 extension.

### Reporting to

Stage 3 Project Manager

### Position Responsibilities

Design review and quality assurance monitoring (by way of site inspections) of all civil works for the Stage 3 project. This will include review and oversight of the following work types:

- Excavation;
- Utility and Drainage;
- Formation;
- Road and Pavement;
- Line Marking, Signs and Road Furniture;
- Structural Concrete; and
- Station Structural Steel and Fit Out.

Note you will be supported by the existing O&M team asset owners, who will be able to answer specific technical questions regarding the existing alignment assets.

### Duties include

- Representing KD interests at external technical design review meetings as required and preparation of WVR (Work Verification Records) with contractors and GoldlinQ;
- Ensure all design development is in accordance with project specifications and O&M requirements;
- Review OEM manuals for content and provide technical assistance to write work instructions in collaboration with the maintenance team;
- Recommend and represent KD at hold and witness points during construction;
- Attend joint inspections also attended by KD's client; GoldlinQ, the Independent Verifier and various construction quality representatives;
- Represent KD at internal and external meetings and coordinate with the D&C contractor any interface arrangements that could impact operations and maintenance of the existing network;
- Prepare all commercial documents driven by design amendments, departures or scope change;
- Ensure all O&M manuals, spares, asset registers, safe working instructions, system site, as built drawings including training and familiarisation are received and validated prior to completion and handover; and
- Prepare and issue the O&M handover assurance report demonstrating that due diligence has been undertaken and to signify that assets can be accepted into maintenance.

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### Competencies Required

- Ability to assimilate and apply unfamiliar technical information quickly and accurately;
- Project engineering experience in relation to design review and verification of civil construction methodologies (rail experience preferred but not essential);
- Work as a Rail Safety Worker Category 2 (safety critical worker);
- Proven Project management experience desirable; and
- Railway civil engineering maintenance experience desirable.

### Profile Requirements

- Degree qualified in Civil Engineering (mandatory);
- Registered Professional Engineer Queensland (RPEQ) or Chartered Civil Engineer (CPEng) preferred;
- Ability to act and behave with integrity and in accordance with KD's code of conduct and values at all times and in such manner so as not to bring the KD into disrepute or disrespect;
- 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; and
- Legally entitled to live and work in Australia.

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 Health, Safety, Quality and Environment (HSQE) 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 HSQE performance requirements into behaviours and activities, follow processes and systems and provide feedback to the HSQE 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 HSQE 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