
ANNEXURE 1 – SERVICES BRIEF

Services Brief – Senior Project Engineer, NIF Maintenance Facility Project

The Project

The NSW Government is delivering a New Intercity Fleet to replace the trains carrying customers from Sydney to the Central Coast, Newcastle, the Blue Mountains and the South Coast.

A number of key infrastructure projects are being delivered by the NIF Infrastructure Delivery Team and it is critical to the success of the NIF Project that the projects and infrastructure are integrated with the existing Rail Network prior to the deployment of the new fleet of intercity trains. These projects include:

1. Maintenance Facility at Kangy Angy
2. Route Clearance Works on the Blue Mountains Line
3. Commissioning and Stabling Facilities, and
4. Station and Signalling Enabling Works across the intercity rail network.

The role that is required to be filled is on the NIF Maintenance Facility Project. It is currently in the implementation phase and TfNSW requires a Senior Project Engineer who is an outcome focused individual with demonstrable project management experience in leading successful teams in the delivery of complex rail infrastructure programs of work.

Office Location

The Senior Project Engineer position is based on site at 55 Orchard Road Kangy Angy NSW 2258 but may be required to travel to the Sydney metropolitan area to attend meetings from time-to-time.

Duration of Role

- Commencement date 5 November 2018
- 5 days per week from 5 November 2018 until 31 March 2020

Three Options to Extend at the Principal's Discretion

- 5 days per week from 1 April 2020 until 31 May 2020,
- 5 days per week from 1 June 2020 to 31 July 2020,
- 5 days per week from 1 August to 30 September 2020.

Dimensions of role

The primary purpose of the role is to support, contribute to and assist the Project Team in the delivery of the project within clearly defined scope, quality, time and cost constraints. The position reports to the Construction Manager, NIF Maintenance Facility.

Generally:

1. Provide support to the Project Manager and Construction Manager in the delivery of a purpose built train maintenance facility including its integration with the Rail Network;
2. Contribute to determining, implementing and driving the project schedule and activities throughout the project lifecycle (including concept design, planning, Planning Approval, detailed design, tender, construction, commissioning and handover phases);
3. Assist in the development of detailed project budget and forecast cash flows/milestones from approved budget. Monitor and control project costs, report on expenditure and address any slippage issues;
4. Ensure implementation of approved quality plan/process complies with project plans. Ensure compliance with all relevant standards and specifications;
5. Assist the Project Manager and Construction Manager with determining project risks and the maintenance/monitoring of risks in the CURA risk database;
6. Prepare and implement monthly reporting and ensure reporting mechanisms are linked to on time and on budget delivery. Assist with ongoing KPI tracking, analysis, relevance and review;
7. Contribute to tender assessment, procurement requirements, the preparation of tender and contract documents, and the appropriate administration of the contract to ensure compliance with requirements of the contract;
8. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors; and
9. This role reports to the Construction Manager, NIF Maintenance Facility. The direct reports to this role would include a Project Engineer.

Essential requirements:

1. At least eight (8) years' Post Graduate experience in a similar role working on multidisciplinary rail infrastructure construction projects;
2. Tertiary qualifications in Design, Engineering, Construction, or relevant discipline;
3. Experience in contract management, risk management, project scheduling & quality management;
4. Demonstrable project management skills in managing large programs of work with experience in employing risk management approaches on projects;

5. Demonstrable experience in managing staff and supervising construction activities;
6. Demonstrable experience in the administration of contracts, including preparation of reports, procurement activities, working with claims, invoices and budget forecasting for contracts;
7. Working knowledge, and understanding of the requirements of working in brownfield sites in live rail corridors;
8. Knowledge of safety legislation, policy, processes and practices for engineering projects;
9. Experience in managing WHS and environmental compliance;
10. Be a confident speaker, have strong facilitation and influencing skills, and able to lead a team without steering from others;
11. Must be computer literate and have excellent skills in using Microsoft Office packages;
12. The role is identified as a Rail Safety Worker (RSW) and therefore must have successfully completed the Rail Industry or Rail Safety Worker Induction (RISI/RSW); and
13. Must possess a general Construction Induction Card (CIC).

Desirable requirements:

1. Experience leading portion of a multidisciplinary rail infrastructure construction project with CAPEX value greater than \$20 million;
2. Prior experience in a role associated with the construction delivery of a train maintenance facility, train stabling facility or warehouse distribution centre;
3. It would be desirable if the candidate had a working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.

Services Brief – Project Engineer, NIF Maintenance Facility Project

The Project

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A number of key infrastructure projects are being delivered by the NIF Infrastructure Delivery Team and it is critical to the success of the NIF Project that the projects and infrastructure are integrated with the existing Rail Network prior to the deployment of the new fleet of intercity trains. These projects include:

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2. Route Clearance Works on the Blue Mountains Line
3. Commissioning and Stabling Facilities, and
4. Station and Signalling Enabling Works across the intercity rail network.

The role that is required to be filled is on the NIF Maintenance Facility Project. It is currently in the implementation phase and TfNSW requires a Project Engineer to support, contribute to and assist the Project Management Team in the delivery of the project within the clearly defined scope, quality, time and cost constraints.

Office Location

The Project Engineer position is based on site at 55 Orchard Road Kangy Angy NSW 2258 but may be required to travel to the Sydney metropolitan area to attend meetings and from time-to-time.

Duration of Role

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Dimensions of role

The Project Engineer will be a motivated, solution focused team member with demonstrable experience in supporting the delivery of complex rail infrastructure programs of work.

Generally:

1. Provide support to the NIF Project team in the delivery of a purpose built train maintenance facility including its integration with the Rail Network;

2. Contribute to driving the project schedule and activities throughout the project lifecycle (including concept design, planning, Planning Approval, detailed design, tender, construction, commissioning and handover phases);
3. Assist in the development of detailed project budget and forecast cash flows/milestones from approved budget. Monitor and control project costs, report on expenditure and address any slippage issues;
4. Ensure implementation of approved quality plan/process complies with project plans. Ensure compliance with all relevant standards and specifications;
5. Participate in determining and managing project risks and the regular maintenance / monitoring of the TfNSW risk database;
6. Prepare and implement monthly reporting and ensure reporting mechanisms are linked to on time and on budget delivery. Assist with ongoing KPI tracking, analysis, relevance and review;
7. Contribute to tender assessment, procurement requirements, the preparation of tender and contract documents, and the appropriate administration of the contract to ensure compliance with requirements of the contract;
8. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors; and
9. Monitor and accurately report on daily site progress, meetings, escalate enquiries to relevant stakeholders all within a multiple work front construction sites.

Essential requirements:

1. At least five (5) years' Post Graduate experience in a similar role working on multidisciplinary rail infrastructure construction projects;
2. Tertiary qualifications in Design, Engineering, Construction, or relevant discipline;
3. Experience in contract management, risk management, project scheduling & quality management;
4. Demonstrable project management skills in managing large programs of work with experience in employing risk management approaches on projects;
5. Demonstrable experience in managing staff and supervising construction activities;

6. Demonstrable experience in the administration of contracts, including preparation of reports, procurement activities, working with claims, invoices and budget forecasting for contracts;
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Desirable requirements:

1. Experience leading portion of a multidisciplinary rail infrastructure construction project with CAPEX value greater than \$10 million;
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