

ANNEXURE 1 – SERVICES BRIEF

Services Brief – Project Manager, ASDO Infrastructure

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. A key aspect of this project involves enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside of possessions.

Role Description

Office Location

The Project Manager position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings and from time-to-time also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019.
- 5 days per week from 18 November 2019 until 31 January 2021.

One Option to Extend at the Principal's Discretion

- 1 x 2 month extension option beyond the above date.

Note: In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

1. Accountability to manage all aspects of the planning, procurement, and delivery phases of the ASDO infrastructure including its integration with the Rail Network, which is a discrete part of the Stations and Signalling Enabling Works project;
2. Manage technical advisors / constructors to deliver the technical solution and meet the safety, environment, cost and quality objectives of the project.
3. Provide strong leadership and sound judgement to the ASDO team and instil a collaborative and open working environment for all team members;
4. Ensure quality, timely information and engagement is provided to all ASDO stakeholders such that well informed decisions can be made by TfNSW;
5. Determine and implement the project schedule and activities throughout the project lifecycle;
6. 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;
7. Ensure implementation of quality plan/process complies with approved NIF project plans. Ensure compliance with all relevant standards and specifications;
8. Determine project risks and undertake the reporting of these risks using the CURA risk database. Manage risks to SFAIRP;
9. Prepare and implement monthly and adhoc project reporting and ensure reporting mechanisms are linked to on time and on budget delivery. Complete ongoing KPI tracking, analysis, relevance and review;

10. 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. Prepare documents to facilitate internal TfNSW approvals;
11. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors;
12. This role will functionally report to the Deputy Director Infrastructure Delivery, NIF and will be required to work closely with the Project Manager, SSEW to ensure all SSEW objectives are achieved; and
13. There will be a number of direct reports to the Project Manager, such as Deputy Project Manager and Project Engineer.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role managing multi-discipline design and/or construction for heavy rail infrastructure construction projects;
2. An internationally recognised Bachelor Degree in Engineering, Construction or relevant discipline;
3. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
4. Demonstrable project management experience in leading successful teams in the delivery of complex rail infrastructure programs involving multi-discipline design and/or construction works;
5. Demonstrable experience in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
6. Demonstrable experience in managing WHS, rail safety and environmental compliance;
7. Experience in a supervisory role, with responsibilities associated with staff reporting and performance evaluation;
8. Computer literate and have excellent skills in using Microsoft Office packages;
9. 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);
10. Must possess a general Construction Induction Card (CIC); and
11. Current NSW Drivers licence.

Desirable requirements:

1. Demonstrable experience in leading a large program of work employing risk management approaches on projects; and
2. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
3. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.

ANNEXURE 2 – SERVICES BRIEF

Services Brief – Technical Manager, NIF Stations and Signalling Enabling Works

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. Key aspects of this project include:

- a) Enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates.
- b) Undertaking various other signalling and civil works to enable NIF train operations at platforms and turn back locations. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside possessions.

Note: A separate ASDO Infrastructure team will be established to manage the scope in point a) above. This role is required to manage a diverse range of technical issues and integrate with the ASDO Infrastructure team but the specific task for this role will be to support the delivery of the scope in bullet point b).

Role Description

Office Location

The Technical Manager position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings and from time-to-time also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019
- 5 days per week from 18 November 2019 until 31 March 2021,

One Option to Extend at the Principal's Discretion

- 1 x 3 month extension option beyond the above date.

Note: In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

1. Provide technical support to the Project Manager to manage the Downer Managing Contractor in the delivery of the Stations and Signalling Enabling Works including its integration with the Rail Network;
2. Provide technical support relating to Requests For Information, Change Requests and defects management;
3. Manage and coordinate all matters relating to the technical challenges raised by the multiple parties and stakeholders within the project;
4. Manage the Downer Managing Contractor design, construction and Safety and Human Factor Assurance requirements aligning to the Sydney Trains and TfNSW CCB processes;
5. Ensure the AEO complies with all relevant Engineering standards during the design and delivery of the SSEW scope. Diligently manage any Waiver applications or concessions required from Transport entities;
6. Apply a systems engineering approach to delivery of the SSEW scope.

7. Contribute to determining and implementing the project schedule and activities throughout the project;
8. Ensure implementation of approved quality plan/process complies with project plans. Ensure compliance with all relevant standards and specifications;
9. Assist the Project Manager with determining project risks and the maintenance/monitoring of risks in the CURA risk database;
10. Support monthly and adhoc project reporting and ensure reporting mechanisms are linked to on time and on budget delivery. Assist with ongoing KPI tracking, analysis, relevance and review;
11. 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; and
12. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors.
13. This role functionally reports to the Project Manager, SSEW.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role managing technical issues of multi-discipline design and/or construction for heavy rail infrastructure construction projects;
2. An internationally recognised Bachelor Degree in Engineering, Construction or relevant discipline;
3. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
4. Demonstrable technical knowledge of rail systems engineering;
5. Demonstrable experience working as part of successful teams in the delivery of complex rail infrastructure programs involving multi-discipline design and/or construction works;
6. Demonstrable knowledge of safety legislation, policy, processes and practices for engineering projects;
7. Computer literate and have excellent skills in using Microsoft Office packages;
8. 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);
9. Must possess a general Construction Induction Card (CIC); and
10. Current NSW Drivers licence.

Desirable requirements:

1. Demonstrable management and technical skills in delivering programs of work with experience in employing risk management approaches on projects;
2. Demonstrable experience in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
3. Demonstrable experience in managing WHS, rail safety and environmental compliance;
4. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
5. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.

ANNEXURE 3 – SERVICES BRIEF

Services Brief – Interface Manager, NIF Stations and Signalling Enabling Works

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. Key aspects of this project include:

- a) Enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates.
- b) Undertaking various other signalling and civil works to enable NIF train operations at platforms and turn back locations. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside possessions.

This role is required to manage the numerous interfaces that influence the SSEW project and to facilitate the delivery of the infrastructure works and its integration with the existing Rail Network, in order to enable the successful operation of the NIF train. This role manages the coordination and integration of stakeholder requirements, other interfacing projects being delivered by Sydney Trains and TfNSW, as well as discrete project areas and functions within the NIF Project.

Role Description

Office Location

The Interface Manager position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings, also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019
- 5 days per week from 18 November 2019 until 31 March 2021,

One Option to Extend at the Principal's Discretion

- 1 x 3 month extension option beyond the above date.

Note: In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

Management of the interface between the NIF train, other interfacing projects, ASDO Trackside system and other signalling and civil works is fundamental to the successful implementation of the NIF train and SSEW projects. TfNSW requires an Interface Manager to coordinate this interface as well as managing stakeholders to ensure delivery to approved operational requirements.

The Interface Manager will:

1. Coordinate the interface scope between interfacing projects and other key stakeholders, for example NSW Trains, Sydney Trains, Development and Program Investment, Operational Systems (WSP and Alstom) and Downer who are the Managing Contractor for the design and construction delivery phases of the project.
2. Gain a thorough understanding of the SSEW contracts and technical specifications to identify risks and opportunities to ensure smooth delivery.
3. Review the SSEW design and delivery packages to ensure compliance with stakeholder operational requirements and ensure quality, fit for purpose project outcomes.

4. Facilitate Project Stakeholder Interface meetings to ensure stakeholder input for the project is appropriately considered and responded to, governance processes adhered to and scope implementation by SSEW delivery contractors and technical advisors are appropriately managed.
5. Support SSEW project management and technical teams.
6. Oversee project interface agreements
7. Assist the Project Manager with determining project risks and the maintenance/monitoring of risks in the CURA risk database. Manage risks to SFAIRP;
8. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors.
9. Identify all interfacing projects and liaise with these projects to ensure that SSEW scope and operational requirements are achieved.
10. This role functionally reports to the Project Manager, SSEW.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role working on multi-discipline heavy rail infrastructure design and/or construction projects;
2. An internationally recognised Bachelor Degree in Engineering, Construction or relevant discipline;
3. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
4. Demonstrable experience in the Interface Management of rail infrastructure programs involving multiple stakeholders;
5. Computer literate and have excellent skills in using Microsoft Office packages;
6. 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);
7. Must possess a general Construction Induction Card (CIC); and
8. Current NSW Drivers licence.

Desirable requirements:

1. Demonstrable management and technical skills in the managing interfaces of programs of work employing risk management approaches on projects;
2. Demonstrable experience in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
3. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
4. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.

ANNEXURE 4 – SERVICES BRIEF

Services Brief – Deputy Project Manager, NIF Stations and Signalling Enabling Works

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. Key aspects of this project include:

- a) Enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates.
- b) Undertaking various other signalling and civil works to enable NIF train operations at platforms and turn back locations. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside possessions.

Note: A separate ASDO Infrastructure team will be established to manage the scope in point a) above. This role is required to coordinate and integrate with the ASDO Infrastructure team but the specific task for this role will be to support the delivery of the scope in bullet point b).

Role Description

Office Location

The Deputy Project Manager position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings and from time-to-time also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019
- 5 days per week from 18 November 2019 until 31 March 2021,

One Option to Extend at the Principal's Discretion

- 1 x 3 month extension option beyond the above date.

Note: In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

1. Provide support to the Project Manager in the delivery of the Stations and Signalling Enabling Works including its integration with the Rail Network. Act in the Project Manager's role when the Project Manager is not available (e.g. on leave);
2. Manage technical advisors / constructors to deliver the technical solution and meet the safety, environment, cost and quality objectives of the project.
3. Contribute to determining and implementing the project schedule and activities throughout the project;
4. 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;
5. Ensure implementation of approved quality plan/process complies with project plans. Ensure compliance with all relevant standards and specifications;

6. Assist the Project Manager with determining project risks and the maintenance/monitoring of risks in the CURA risk database. Manage risks to SFAIRP;
7. Support monthly and adhoc project reporting and ensure reporting mechanisms are linked to on time and on budget delivery. Assist with ongoing KPI tracking, analysis, relevance and review;
8. 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;
9. Prepare documents to facilitate internal TfNSW approvals; and
10. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors.
11. This role functionally reports to the Project Manager, SSEW.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role managing multi-discipline design and/or construction for heavy rail infrastructure construction projects;
2. Significant experience as the lead project manager in the delivery of heavy rail infrastructure construction projects;
3. An internationally recognised Bachelor Degree in Engineering, Construction or relevant discipline;
4. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
5. Demonstrable project management experience in leading successful teams in the delivery of complex rail infrastructure programs involving multi-discipline design and/or construction works;
6. Demonstrable experience in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
7. Demonstrable experience in managing WHS, rail safety and environmental compliance;
8. Computer literate and have excellent skills in using Microsoft Office packages;
9. 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);
10. Must possess a general Construction Induction Card (CIC); and
11. Current NSW Drivers licence.

Desirable requirements:

1. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
2. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.

ANNEXURE 5 – SERVICES BRIEF

Services Brief – Senior Project Engineer, NIF Stations and Signalling Enabling Works

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. Key aspects of this project include:

- a) Enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates.
- b) Undertaking various other signalling and civil works to enable NIF train operations at platforms and turn back locations. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside possessions.

Note: A separate ASDO Infrastructure team will be established to manage the scope in point a) above. This role is required to coordinate and integrate with the ASDO Infrastructure team but the specific task for this role will be to support the delivery of the scope in bullet point b).

Role Description

Office Location

The Senior Project Engineer position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings and from time-to-time also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019
- 5 days per week from 18 November 2019 until 31 March 2021,

One Option to Extend at the Principal's Discretion

- 1 x 3 month extension option beyond the above date.

Note: In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

1. Provide support to the Project Manager in the delivery of a Stations and Signalling Enabling Works including its integration with the Rail Network;
2. Contribute to determining and implementing the project schedule and activities throughout the project;
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 quality plan/process complies with approved NIF project plans. Ensure compliance with all relevant standards and specifications;
5. Assist the Project Manager with determining project risks and the maintenance/monitoring of risks in the CURA risk database. Manage risks to SFAIRP;
6. Support monthly and adhoc project 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. Prepare documents to facilitate internal TfNSW approvals; and
9. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors.
10. This role functionally reports to the Project Manager, SSEW.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role managing multi-discipline design and/or construction for heavy rail infrastructure construction projects;
2. An internationally recognised Bachelor Degree in Engineering, Construction or relevant discipline;
3. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
4. Demonstrable experience in leading successful teams in the delivery of complex rail infrastructure programs involving multi-discipline design and/or construction works;
5. Demonstrable experience in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
6. Demonstrable experience in managing WHS, rail safety and environmental compliance;
7. Computer literate and have excellent skills in using Microsoft Office packages;
8. 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);
9. Must possess a general Construction Induction Card (CIC); and
10. Current NSW Drivers licence.

Desirable requirements:

1. Demonstrable management and technical skills in delivering programs of work with experience in employing risk management approaches on projects;
2. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
3. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.

ANNEXURE 6 – SERVICES BRIEF

Services Brief – Project Engineer, NIF Stations and Signalling Enabling Works

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. Key aspects of this project include:

- a) Enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates.
- b) Undertaking various other signalling and civil works to enable NIF train operations at platforms and turn back locations. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside possessions.

Note: A separate ASDO Infrastructure team will be established to manage the scope in point a) above. This role is required to coordinate and integrate with the ASDO Infrastructure team but the specific task for this role will be to support the delivery of the scope in bullet point b).

Office Location

The Project Engineer position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings and from time-to-time also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019
- 5 days per week from 18 November 2019 until 31 March 2021,

One Option to Extend at the Principal's Discretion

- 1 x 3 month extension option beyond the above date.

Note: In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

1. Provide support to the Project Manager in the delivery of a Stations and Signalling Enabling Works including its integration with the Rail Network;
2. Contribute to determining and implementing the project schedule and activities throughout the project lifecycle;
3. Monitor and control project costs, report on expenditure and address any slippage issues;
4. Ensure implementation of quality plan/process complies with approved NIF project plans. Ensure compliance with all relevant standards and specifications;
5. Assist the Project Manager with determining project risks and undertake the reporting of these risks using the CURA risk database. Manage risks to SFAIRP;
6. Support monthly and adhoc project 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. Prepare documents to facilitate internal TfNSW approvals;

8. Manage and build productive working relationships with TfNSW functional groups, stakeholders and operating agencies, Councils and other Authorities, staff, suppliers, consultants and contractors.
9. This role functionally reports to the Project Manager, SSEW.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role managing multi-discipline design and/or construction for heavy rail infrastructure construction projects;
2. An internationally recognised Bachelor Degree in an Engineering, Construction or relevant discipline;
3. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
4. Demonstrable experience in working productively and collaboratively with successful teams in the delivery of complex rail infrastructure programs involving multi-discipline design and/or construction works;
5. Demonstrable experience assisting project teams in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
6. Demonstrable experience in managing WHS, rail safety and environmental compliance;
7. Computer literate and have excellent skills in using Microsoft Office packages;
8. 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);
9. Must possess a general Construction Induction Card (CIC); and
10. Current NSW Drivers licence.

Desirable requirements:

1. Demonstrable technical skills in working in large programs of work with experience in employing risk management approaches on projects;
2. Demonstrable experience working within a multidisciplinary team and managing discrete packages of construction work; and
3. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
4. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.

ANNEXURE 7 – SERVICES BRIEF

Services Brief – Project Engineer, ASDO Infrastructure

The Project

The NSW Government is delivering a New Intercity Fleet (NIF) 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 teams, one of these is the NIF Stations and Signalling Enabling Works (SSEW) project. A key aspect of this project involves enabling Automatic Selective Door Operation (ASDO) on the NIF train through the design, installation, commissioning and integration of Balises and associated infrastructure along the track at all station platforms where the NIF train operates. The project footprint is network wide and much of the construction work is conducted during possessions as well as certain works performed outside of possessions.

Role Description

Office Location

The Project Engineer position is based at Chatswood but will be required to travel within the Sydney metropolitan area to attend meetings and from time-to-time also visit the sites for planning activities or during works under construction.

Duration of Role

- Commencement date is Monday 18 November 2019.
- 5 days per week from 18 November 2019 until 31 January 2021.

One Option to Extend at the Principal's Discretion

- 1 x 2 month extension option beyond the above date.
- **Note:** In an instance where there is a requirement to work during possession hours, arrangements with the Key Person will be made prior to the event, and the Professional Services Contractor will be compensated either through the ability to charge us extra time during that week at the submitted hourly rate or the Key Person will be given time off in lieu.

Dimensions of role

Generally:

1. Provide support to the Project Manager in the delivery of the ASDO infrastructure including its integration with the Rail Network, which is a discrete part of the Stations and Signalling Enabling Works project;
2. Contribute to determining and implementing the project schedule and activities throughout the project lifecycle);
3. Monitor and control project costs, report on expenditure and address any slippage issues;
4. Ensure implementation of quality plan/process complies with approved NIF project plans. Ensure compliance with all relevant standards and specifications;
5. Assist the Project Manager with determining project risks and undertake the reporting of these risks using the CURA risk database. Manage risks to SFAIRP;
6. Support monthly and adhoc project reporting and ensure reporting mechanisms are linked to on time and on budget delivery. Complete 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. Prepare documents to facilitate internal TfNSW approvals;
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 functionally reports to the Project Manager, ASDO Infrastructure.

Essential requirements:

1. Significant and substantial post graduate experience in a similar role managing multi-discipline design and/or construction for heavy rail infrastructure construction projects;
2. An internationally recognised Bachelor Degree in Engineering, Construction or relevant discipline;
3. A comprehensive working knowledge of Sydney's rail system and Network, with an understanding of the requirements of working in brownfield sites in live rail corridors;
4. Demonstrable experience in working productively and collaboratively with successful teams in the delivery of complex rail infrastructure programs involving multi-discipline design and/or construction works;
5. Demonstrable experience assisting project teams in the administration of contracts, including preparation of reports, project scheduling, program management, procurement activities, working with claims, invoices and budget forecasting for contracts;
6. Demonstrable experience in managing WHS, rail safety and environmental compliance;
7. Computer literate and have excellent skills in using Microsoft Office packages;
8. 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);
9. Must possess a general Construction Induction Card (CIC); and
10. Current NSW Drivers licence.

Desirable requirements:

1. Demonstrable technical skills in working in large programs of work with experience in employing risk management approaches on projects;
2. Demonstrable experience working within a multidisciplinary team and managing discrete packages of construction work; and
3. Working knowledge of TfNSW TSRs and Sydney Trains' processes and procedures.
4. Contractor Performance Reviews (CPR's) for the most recent role you have worked with TfNSW in the capacity as a Contractor.