



# Asset Engineer

USI, LSI

Team:	Infrastructure	Location:	Designated Region
Reports to:	South Island Regional Infrastructure Manager		
Role Type:	Permanent		

## About Us

### KiwiRail’s Role in Aotearoa, New Zealand

KiwiRail, a proud State-Owned Enterprise, delivers sustainable and inclusive growth for our customers, communities, and people.

For more than 150 years, rail in New Zealand has connected communities, delivered freight and passengers around the country, and showcased our spectacular scenery to the world. Our purpose—Hononga Whaikaha, Oranga mo Aotearoa (Stronger Connections, Better New Zealand)—speaks to connection with our customers and the future needs of their businesses, connection with the communities we serve and operate in, and connection with each other. KiwiRail is carrying this legacy into the future, delivering connected rail and shipping transport services that create economic, social, and environmental value for New Zealand and New Zealanders.

### Our Workplace

At KiwiRail, our values define the behaviour we expect from everyone. We have a team of over 4500 people, and every connection we make with each other, our union partners, our customers and all our stakeholders must be of the highest standard.



Safety, health, and well-being are our number one priority, ensuring our people return home safe and healthy every day.

## About the Role

### Purpose of the role

The Asset Engineer role plays a critical role in ensuring the safe, efficient and reliable network meeting our policies, codes and standards. Reporting to the Regional Infrastructure Manager, this role is responsible for managing Field Asset Engineers and Infrastructure Inspectors, ensuring a complaint network that meets operational and customer service requirements while embedding a strong safety and performance culture.

The Asset Engineer works closely with the Regional Infrastructure, Operations, and Engineering teams to ensure KiwiRail's Infrastructure assets are inspected, renewed and maintained to the highest standards, supporting the long-term sustainability and reliability of the rail network

### Key Accountabilities

- Ensure Track, Structures and Civil infrastructure is maintained to the correct code.
- Ensure that Engineering, Track and Structures inspections, are carried out by competent and correctly qualified personnel, within the codes time periods.
- Ensure quality asset Data entry in Maximo for track, civil and structures assets.
- Prioritization of infrastructure maintenance or replacement based on Asset Condition, Criticality of Asset, Company Business plan, Company Asset management plan and infrastructure standards.
- Application of appropriate mitigating measures where infrastructure does not meet code.
- Ensure a 6 years workbank for future renewal prioritisation has been identified.
- By reference to the Asset Management Plan, Maximo Data and cyclic inspection reports create an evidence based proposed annual work-programme.
- Assessment by Leadership team on the credibility of the evidence base and its alignment with asset management principles.
- Identify and document the scope of the capital investment, detailing any particular risks, activities or operational requirements and long term future requirements.
  - Minor – Capital budget for smaller replacement jobs, or larger maintenance jobs
  - Renewals – Management of Budget against agreed scope of work
- Ensure that Area's interests are factually represented during the business plan cycle.
- Reviewing plans and outputs to determine priorities and feed information into the strategic asset plans.
- Ensure inspection programmes are integrated with Production Manager's work programmes so the necessary remedial work can be delivered cost effectively with minimal service disruption.
- Monitor the progressive removal of limitations and escalate non-performance with the Production Manager.
- Accept /close jobs in Maximo and update database ensuring asset data is current.
- Manage budget x actual expenditure in Maixmo (Major and Minor) and ensure required CR are in place.
- Act as Sponsor for selected capital projects.
- Review and approve grants, lease and capital projects.
- Analyse data and produce the code compliance reports ensuring any non-compliance is picked up.
- Private Siding Inspections and RSAS Annual Track Inspection
  - Ensure inspection plan are in place and performed for competent person
  - Share inspections to private siding/RSAS
  - Request quotes to Production team to repair faults if required
  - Follow up quotes, request PO, engage works through Production team
  - Ensure re-inspections or advise works have been completed
- Grant approvals
- PDT project review and approvals
- Provide required general property enquiries / approvals
- Manage compliance
- Staff management
  - Leave approvals
  - Expense approvals
  - Performance and Development Planning
  - Ensure staffs are up to date with competency skills
  - Workload Planning/Management
  - Recruitment

## Key challenges

- Facilitating effective collaboration across multiple departments and stakeholders while managing competing priorities and expectations, particularly developing a shared work programme (investment and delivery priorities and accountabilities).
- Managing competing priorities and resources across multiple, concurrent initiatives in a complex and dynamic environment.
- Stakeholder management is critically important in a large and complex organisation, including the RMTU union.
- KiwiRail's regional assets are aging and at risk of progressive decline that impacts on service levels. It is critical that workbank planning through the asset management system addresses these risks to the business and that business continuity plans are in place where required.
- Ensure that environment and iwi risks are owned at the local operational level and managed with the support of the Environment Advisory team and Iwi Engagement Advisor.

<b>Key Relationships</b> Here are the key relationships relevant to this role		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Internal	Asset Infrastructure Team	✓			
	Regional Operations Team		✓	✓	
	Project Delivery Team			✓	
	Other Regional Teams			✓	
	Regional Infrastructure Plant Team			✓	
	Regional Protection Team			✓	
External	Industry Partners (Councils, IWI etc)		✓	✓	✓
	Civil Defence Teams		✓	✓	✓
	Private Siding Holders		✓		✓

## What you will do to contribute

<b>Health Safety and Wellbeing</b>	<ul style="list-style-type: none"> <li>• Implement safety procedures and ensure team compliance</li> <li>• Analyse workplace risks and develop mitigation strategies</li> <li>• Promote a culture of safety and wellbeing within your team</li> <li>• Respond effectively to safety incidents and near-misses</li> <li>• Support team members' physical and mental health</li> </ul>
<b>Customer Focus</b>	<ul style="list-style-type: none"> <li>• Provide a positive customer experience</li> <li>• Support a customer-focused culture at KiwiRail</li> <li>• Know our services well and explain them to customers</li> <li>• Respond quickly to customer needs</li> <li>• Develop solutions to meet customer requirements</li> <li>• Solve complex customer issues</li> <li>• Work with colleagues to improve customer outcomes</li> </ul>
<b>High Performing Teams Skills</b>	<ul style="list-style-type: none"> <li>• Set clear performance standards aligned with KiwiRail's goal</li> <li>• Build a supportive and cooperative team environment</li> <li>• Provide timely and constructive feedback</li> <li>• Actively seek diverse perspectives in problem-solving</li> <li>• Identify opportunities for coaching and mentoring</li> </ul>
<b>Commercial Acumen</b>	<ul style="list-style-type: none"> <li>• Plan and monitor resource allocation to achieve team objectives</li> <li>• Consider financial implications when making recommendations</li> <li>• Understand and comply with procurement guidelines</li> <li>• Work with suppliers to ensure quality outcomes</li> <li>• Recognise how financial decisions impact KiwiRail's overall position</li> </ul>

## Decision Making

- The position is accountable for decisions regarding all Upper South Island Production infrastructure operational objectives and for the provision of advice to team members and relevant stakeholders on day-to-day operational decisions.
- Key decision-making requirements of the position include:
  - Management, operational and delivery decisions
  - Risk management decisions

<b>Human Resources Delegations</b>	Level 5
<b>Direct reports</b>	10 - 20
<b>Finance Delegations</b>	Level 4
<b>Budget (operating and capital)</b>	\$20 to \$40 Million
<b>Travel Delegations</b>	No
<b>Statutory powers</b>	Nil

## Physical demands and the nature of work

This role is administration-based and requires:

- prolonged sitting and high computer usage
- limited walking, standing, twisting, bending (at the waist), crouching (bend knee)
- carrying of laptop and paperwork when alternating between home and office
- limited lifting of up to 7 kg archive boxes

*Your role may include other tasks suited to your level, as your manager directs. This job description shows your current duties. We'll review and update it with you if your responsibilities change.*

## About you

### Knowledge and experience

- 5+ years' experience in an operational asset/engineering management/leadership position, leading large and diverse teams.
- Specific engineering/leadership/management experience within the rail sector is desirable.
- Proven, strong commercial and financial acumen, including the ability to understand and communicate financials and identify commercial opportunities.
- Proven programme and project management experience preferably within infrastructure and asset management areas.
- Strong relationship and communication skills, with demonstrated ability of building relationships, influencing collaboratively and engaging with leaders and stakeholders to enable the delivery of effective outcomes.
- Strong focus on the customer/ stakeholder, able to promote and motivate reciprocal customer relationships.
- Ability to work collaboratively building effective relationships and creating strong networks and partnerships.

### Qualifications

You need either:

- Relevant tertiary qualification in engineering or management discipline or equivalent job-related experience.