



Security and Integrity Manager

Position Description

Team:	Security & Integrity	Location:	New Zealand Main Centres
Reports to:	Group Manager Security & Integrity		
Role Type:	Permanent		

About Us

KiwiRail's Role in Aotearoa, New Zealand

KiwiRail delivers sustainable and inclusive growth for our customers, our communities and our people.

For more than 150 years, rail in New Zealand has connected communities, delivered goods and people around the country and showcased our spectacular scenery to the world. Our purpose 'Stronger Connections, Better New Zealand,' speaks to connected people, networks, journeys, experiences, and ways of working that move KiwiRail, the transport sector and New Zealand forward.

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.



Health, safety and wellbeing is our number one priority. Good safety is good business

About the Role

Purpose of the role

As the Security and Integrity Manager, you will play a pivotal role in safeguarding KiwiRail's people, assets, reputation and operational integrity. You'll contribute to security risk management and integrity across the organisation, promoting a proactive approach to identifying, preventing, and responding to security risks. You'll work as part of a team dedicated to maintaining the highest standards of security and integrity throughout KiwiRail's operations.

Key Accountabilities

Within the area of responsibility, this role is required to:

- Develop and oversee KiwiRail's Security Risk Management Frameworks, including prevention, detection, and response strategies
- Promote a culture of security awareness and integrity across the organisation
- Contribute to an enterprise-wide view of security exposure
- Lead the transition from a reactive to a proactive approach to security risk management, embedding best practice and innovative solutions across KiwiRail
- Build strong relationships with key internal and external stakeholders, providing expert advice on security-related matters
- Ensure compliance with relevant legislation and regulations related to security management

Key challenges

- Contributing to a cultural shift towards initiative-taking security risk management in a large, complex organisation
- Balancing robust security measures with operational efficiency and customer service requirements
- Staying ahead of evolving security threats in a rapidly changing technological landscape
- Managing relationships and expectations across multiple stakeholders, including NZ Police

Key Relationships		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Here are the key relationships relevant to this role					
Internal	Risk, Change and Assurance Systems Team			✓	
	Executive Leadership Team		✓	✓	✓
	Function leaders across KiwiRail			✓	✓
	Board and RAC		✓		✓
External	External Auditors		✓	✓	✓
	Members of the Public Sector Risk and Assurance Forums Other Government Ministries, Departments and entities and other SOE and commercial companies			✓	✓

What you will do to contribute

Health Safety and Wellbeing

- Implement security policies and procedures that enhance workplace safety
- Conduct regular risk assessments to identify potential threats to staff and assets
- Promote a culture of security awareness and integrity across the organisation
- Contribute to incident response planning for security-related emergencies
- Ensure compliance with health and safety regulations in all security operations

Customer Focus

- Ensure security measures enhance rather than hinder customer experience
- Enhance security prevention strategies that protect both KiwiRail and its customers
- Collaborate with customer-facing teams to implement user-friendly security protocols
- Respond promptly to customer concerns related to security issues
- Balance security requirements with operational efficiency and service delivery

High Performing Teams Skills

- Play a key role in a diverse team of security incident prevention professionals
- Foster clear performance standards aligned with KiwiRail's strategic objectives
- Security mentoring opportunities across KiwiRail operational personnel
- Foster a culture of continuous improvement and innovation in security risk management
- Encourage cross-functional collaboration to address complex security challenges

Commercial Acumen

- Understand cost-effective security solutions for implementation that provide maximum protection
- Understand the financial impact of security incidents on the organisation
- Justifying investments in new technologies or resources against budget
- Evaluate the cost-benefit of various security risk mitigation strategies
- Understand the broader financial implications of security decisions on KiwiRail's

Project Governance

- Contribute to the implementation of major security prevention initiatives
 - Ensure all projects adhere to KiwiRail's governance frameworks and compliance requirements
 - Regularly report on project progress, security risks and outcomes to security management
 - Manage internal and external stakeholder expectations throughout security project lifecycles
 - Integrate security and integrity considerations into broader organisational projects
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Risk Management

- Utilise and maintain a comprehensive risk register for security related threats
- Adopt risk assessment methodologies tailored to KiwiRail's unique operating environment
- Contribute to scenario planning exercises to prepare for potential security significant incidents
- Regularly review and update security risk management strategies to address emerging threats
- Provide expert security risk management advice to other business units

Asset Management

- Contribute to strategies to protect KiwiRail's physical and digital assets from security threats
 - Work with systems for tracking and managing security-related assets and equipment
 - Ensure security measures are integrated into asset management plans across the organisation
 - Analyse security incidents to improve asset protection strategies
 - Collaborate with IT and operations teams to secure critical infrastructure and systems
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Decision Making

The position will contribute to decisions regarding all project operational objectives and for the provision of advice to project team members and relevant stakeholders on day-to-day operational decisions.

Key decision-making requirements of the position include:

- Project management and delivery decisions
- Risk management decisions
- Project resourcing, planning and scheduling decisions

Human Resources Delegations	Mid-Level Leader
Direct reports	0
Finance Delegations	Level 4
Budget (operating and capital)	As agreed with manager
Travel Delegations	Nil
Statutory powers	Nil

Physical demands and the nature of work

This role will be office-based and include domestic travel, requiring:

- travelling to worksites or other locations, sometimes at short notice
- periods of driving or travel by road, rail, air or sea as part of normal duties
- flexibility to stay away from home overnight for several days when operational requirements demand
- 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

- You have 10+ years of experience in senior security, risk management, or law enforcement roles
- You possess deep knowledge of security prevention techniques and security risk management frameworks
- You possess knowledge of the Government Protective Security Requirements (PSR)
- You have a proven track record of implementing large-scale security initiatives in complex organisations
- You understand the regulatory environment governing State-Owned Enterprises in New Zealand and the Companies Act

Ways of working / Work-related qualities

- You are a strategic thinker with the ability to anticipate and mitigate future risks
- You have excellent communication skills, able to influence at all levels of the organisation
- You are adaptable and can navigate complex, changing environments
- You demonstrate high ethical standards and a commitment to integrity
- You are collaborative and can build strong relationships with diverse stakeholders

Other Requirements

- You must be able to obtain and maintain a NZ Security clearance to the level of SECRET
- You are willing to travel throughout New Zealand as required
- You can respond to after-hours incidents and emergencies when necessary

Qualifications

You need either:

- A relevant postgraduate qualification in Security Management, Risk Management, or a related field
- Equivalent experience in a senior security or risk management role
- Relevant industry certifications such as Certified Protection Professional (CPP) or Certified Fraud Examiner (CFE)

**CREATING
STRONGER
CONNECTIONS**

The KiwiRail logo, featuring the word "KiwiRail" in a bold, sans-serif font, followed by a stylized graphic of a kiwi bird's tail feathers.