



# Position Description

## TRAINEE STRUCTURES WORKER Network Services

### Purpose:

As a member of a KiwiRail maintenance team, you would be required to work efficiently in a team environment to carry maintenance, repairs, or renewals of the infrastructure asset.

Under the supervision and direction of the Leading Structures Maintainer the team is responsible for carrying out maintenance in a timely and cost effective manner through the application of appropriate work methods.

Health and Safety is an important part of how KiwiRail operates. You will be a safety leader and will be expected to “walk the safety talk”.

### Dimensions:

- Reports to:** Production Manager/ Field Production Manager (Structures)  
On a day to day basis reporting to the Leading Hand Structures
- Responsible for:** Nil
- Location:** Local Depot - Some travelling/overnight may be required
- Budget:** Nil
- Internal Contacts:** Track Workers  
Other Area Staff
- External Contacts:** Contractors  
Members of the public

### Key Accountabilities

Operations
<ul style="list-style-type: none"> <li>Under full supervision carry out building, maintenance and repairs to all railways structures on the track network</li> <li>Use hand tools to carry out maintenance and gain competency in their use</li> <li>Complete records and documentation when required</li> <li>Contribute to team decisions and Tool Box Meetings</li> <li>Maintain a customer service focus and display professional behaviour when dealing with, associated client personnel, sub-contractors and members of the public.</li> </ul>



- Ensure you clearly document your work activities and established files are clearly identified and filed correctly
- Carry out such other duties and responsibilities as the Company may require from time to time.

**Zero Harm**

- Responsible for complying with all rail safety system standards, procedures and statutory requirements within your area of responsibility
- Responsible for your own safety and that of other rail employees, contractors and visitors within your work environment
- Responsible for the identification, reporting and initial control of any safety or environmental hazard identified within your area to your immediate manager
- Adhere to Kiwirail’s health and safety requirements and take responsible for maintaining a proactive approach regarding both personal wellbeing as well as that of fellow employees, associated client personnel, sub-contractors and members of the public.
- Report all accidents and incidents to your immediate supervisor within one hour.

**Training & Development**

- Undertake On the Job Training for the set designation plus attend training courses run by company. or external agencies where required to fulfil requirements of the position
- Acquire on job training competencies set for position

**Person Profile**

<b>Essential:</b>	<b>Desirable:</b>
<ul style="list-style-type: none"> <li>• Experience of working as part of a team</li> <li>• Relevant experience in general labour or manual work.</li> <li>• Successfully complete Induction training.</li> <li>• Successfully complete all modules of OJT for a Trainee Structures Worker.</li> <li>• Ability to work at heights and work outdoors in all weather.</li> <li>• Ability to travel and stay away overnight for extended periods.</li> <li>• Ability to attend call back/outs when required</li> <li>• A demonstrated commitment to health and safety in the workplace.</li> </ul>	<ul style="list-style-type: none"> <li>• Past experience in working for a rail company.</li> <li>• Experience in carpentry, joinery, construction or building</li> </ul>

**Education:**



<b>Essential:</b>	<b>Desirable:</b>
<ul style="list-style-type: none"><li>• NCEA Level 1 Maths and English, or equivalent</li><li>• A current, clean, Class 1 drivers licence</li></ul>	<ul style="list-style-type: none"><li>• Current New Zealand Class 2 drivers licence</li></ul>

