Control Systems Professional Head

Position Description – Infrastructure Engineering

Team:	Engineering	Location:	Wellington Railway Station
Reports to:	Technical Director		
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

KiwiRail is in a phase of significant transformation to modernise and grow our rail and Interislander ferry services in Aotearoa.

This role is to support the Technical Director, Engineering, and the wider network infrastructure business in providing Control Systems engineering excellence to deliver a world class rail network and outstanding customer outcomes.

The PH role derives its authority from the Rail Safety Case (Tier 1 & 2 documents), and this authority is to be exercised through competence, persuasion, and evidence-based argument.

This Position Description specifically focusses on KiwiRail systems subject to the Control Systems Professional Head (CSPH) oversight defined by annual KPI's (initial list set out below). This compliance authority oversight extends to all departments and contracted service suppliers involved in the design, construction, maintenance, support and provision of the listed systems and services.

Key Accountabilities

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

- Set the strategic technical direction for the Control Systems discipline
- Providing Control Systems technical advice to the wider business
- Approving in-house Control Systems designs
- Accepting/Approve Control Systems designs conducted by external parties
- Setting the Control Systems Principles and Standards for KiwiRail
- Assuring the application of Control Systems standards
- Conducting technical reviews as required
- Developing competency requirements for Control Systems knowledge base.

Key challenges

- Change management of maintenance and upgrades to limit the impact to key operational systems.
- Managing conflicting requirements between project output and service level requirements.

Key Relationships Here are the key relationships relevant to this role		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Internal	Technical Director		✓	✓	✓
Internal	Professional Heads			✓	✓
Internal	National & Regional Engineering Management			✓	✓
Internal	Train Control Operations Management			✓	✓
Internal	CPAD, PMO & Asset Management			✓	✓
External	Regulatory bodies and agencies			✓	✓
External	Rail Jurisdictions			✓	
External	Suppliers			✓	
External	Service providers			✓	

What you will do to contribute

Health Safety and Wellbeing	• Implement safety procedures and ensure team compliance • Analyse workplace risks and develop mitigation strategies • Promote a culture of safety and wellbeing within your team • Respond effectively to safety incidents and near-misses • Support team members' physical and mental health
People Leadership	• Support Engineering Management to provide staff with consistent, supportive, and engaging leadership in line with KiwiRail Values. • Promote and support innovation, continuous improvement, and leadership initiatives. • Support workforce recruitment, retention, training, and succession planning to meet the needs of the business. • Support and drive the development of Engineering to a collaborative culture of commercial intelligence, customer-focus, and accountability. • 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"

Professional Head Core Roles	• Provide quarterly assurance around the subject of compliance to codes and standards by Network Service and Engineering. This role includes:
	    o Regular compliance meetings, data analysis and audit processes.
	    o Noting PHs have a right and obligation to do anything to gain that assurance.
	• Maintain sufficient Control Systems related Policies, Principles and Standards to build and operate a safe and smarter network
	• Attend, investigate, and recommend on significant incidents
	• Attend or lead key risk assessments that relate to Control Systems assets
	• Input to key corporate strategies that impact on Infrastructure assets or POPs
	• Input to key procurement processes (e.g. projects such as WUMP and CRL)
	• Special one-off assignments including with Crown entities, including the regulator
	• Attend and contribute to major asset hand over / hand back situations
	• Moderate competing demands for RNIP funding including change requests
	• Be key contributors to asset management by using the compliance process to:
	    o Champion the concepts of Safety, Resiliency and Total Cost of Ownership
	    o Advise senior asset managers
	• Direct / advise regions

Professional Head Control Systems Specific Roles	• Compliance oversight of agreed list of systems and services • Negotiation and reviews of Service Level Agreements (SLAs) for the systems and services the Control Systems Team provide and receive from other departments and suppliers. • Regular reviews with Control Systems Team lead on performance against the Service Level Agreements • The Signals and Telecommunications Technical Committee remains the 'home base' for Control Systems, sub-committee association with other Discipline's Technical Committees may occur for specific projects or technologies from time to time. • Build strong working relationships with key stakeholders especially those listed in the Key Contacts section above. • Keep up to date with relevant emerging technology trends. • Undertake on the job training necessary for personal and professional development and to keep skills up to date and relevant. • Participate in knowledge sharing, training, and mentoring of Engineering staff.

Decision Making

The position is accountable for ensuring control systems are compliant with the requirements of the relevant Principles and Standards.

Key decision-making requirements of the position include:

- Ensuring Control Systems meets or exceeds the requirements of the KiwiRail Safety Case
- Ensuring where possible best practice is adopted for the Control systems.
- Determining where risks exceed the Board risk appetite and ensuring appropriate controls are introduced or escalating the risk to senior management

Human Resources Delegations	Nil
Direct reports	Nil
Finance Delegations	Nil
Budget (operating and capital)	Nil
Travel Delegations	Nil
Statutory powers	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

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

- These are day one things that people need to do their job.
- Strong understanding of Engineering Fundamentals
- You will have at least 10 years' experience in the Rail Industry or similar industry
- Experience developing work plans to achieve output targets
- Previous experience in managing and developing a team desirable
- Working knowledge of KiwiRail control systems and networks desirable

Ways of working / Work-related qualities

- These are how people work
- You will have the ability to foster and manage relationships with other teams and business groups
- A strong communicator with the desire to foster a culture of collaboration and constructive feedback
- Organised, responsive and dependable
- Engaged and aligned to KiwiRail values
- Confident in resolving staff issues

Qualifications

You need:

- a relevant degree in engineering or computer science

And

- Working knowledge of the principles behind Data Networks, Data Management, Systems Engineering, and formal business and safety Risk Assessment
- At least ten years in the rail industry