

# KiwiRail | Position Description

## Project Engineer (Rail) Construction and Delivery

### **Purpose:**

This role will work across numerous CPAD projects (including iReX Picton and Wellington, Waltham Mechanical Hub, Hillside Mechanical Facility, and other projects) as part of the wider CPAD programme of works. The position will have a specific focus on delivery of works involving track assets, although it will also involve works on other assets as required.

There is a need for an experienced Project Engineer, with Railway background to assist the Track Manager, Construction and Delivery in the management of the delivery of the CPAD programme of works to ensure that the infrastructure meet KiwiRail's needs including being ready for the new ships when they arrive.

The Project Engineer, supported by the Track Manager, will be expected to contribute to (or lead) some or all the following tasks within the project lifecycle:

- planning, coordination, and supervision of site works
- providing safety leadership
- assisting in the development of technical requirements and ensuring they are being achieved throughout the design and construction phases of multiple CPAD programmes
- planning, scoping, programming, cost forecasting and controlling and risk management of the relevant projects or workstreams
- constructability reviews with design teams
- feasibility studies and optioneering with a key focus on constructability
- interfaces and coordination with CPAD project teams, KiwiRail business units, and stakeholders and delivery partners (as required)
- working across multiple CPAD programmes of work to support delivery

### **Zero Harm Leadership**

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:** Track Manager – Construction and Delivery  
**Responsible for:** Consultants and contractors as per project requirements  
**Location:** Christchurch / Wellington (some national travel will be required)  
**Budget:** N/A  
**Internal Contacts:** All CPAD projects Nationwide



Project teams including; iReX, Interislander, Waltham, Hillside and others  
 Network Services and Asset Management team including: Asset Engineers, Production Managers, Operations Managers, Planners and Train Controllers.  
 Operations and Commercial team, Kiwirail Professional Heads, Capital Projects and Asset Development team  
 Other internal functions (such as legal, finance, communications, IT, etc.)

**External Contacts:** Depends on nature of the project but may include key transport stakeholders and interest groups; freight customers; contractors and consultants; territorial authorities; public interest groups; Iwi; Government Officials, etc.  
 KiwiRail engaged consultants and contractors

## **Key Accountabilities**

<b>Track Management</b>
<ul style="list-style-type: none"> <li>• The Track Manager will have multiple projects elements, many of which will be managed by project teams in guided by this role.</li> <li>• Plan and deliver large construction projects including both office and site-based activities</li> <li>• Specify and establish project parameters and priorities by developing project plans including time, cost, scope, and risk management in accordance with industry best practice.</li> <li>• Engaging with internal and external stakeholders to deliver effective design coordination</li> <li>• Review design specifications and optimise value engineering opportunities</li> <li>• Where appropriate Safety in Design is completed, and specific safety plans are prepared for project works.</li> <li>• Develop and review constructability methodologies</li> <li>• Project delivery through implementing the project plans, monitoring, forecasting, and communicating project progress against the project plan requirements.</li> <li>• Provide work direction and leadership to assigned project team(s) including the scheduling, delegation, and review of project works</li> <li>• Provide subject matter or technical expertise (specifically in the delivery of rail systems, and related subjects on rail track – bridges, tunnels, etc.)</li> <li>• Manage contractors and consultants to ensure the timely delivery of agreed outputs and effective utilisation</li> <li>• Assist with programme reporting of project works</li> <li>• Where appropriate, manage stakeholder and communications activities relating to project work as appropriate</li> <li>• Undertake project procurement in line with KiwiRail policies and procedures</li> <li>• Assist in the development, updating and monitoring of the rail yards for the iReX Terminals (as well as rail track in other CPAD programmes / projects, as required) to ensure that it is up to date and synchronised with other elements of the programmes to meet target milestones. Ensuring that critical path(s) are understood and that appropriate levels of management focus are being applied to manage programme risks</li> </ul>



- Assist in the updating and monitoring of the risk registers for CPAD programmes (as required) and ensuring that appropriate levels of management focus are applied to manage terminal risks
- Assist in the updating and monitoring of the cost forecasts for CPAD programmes (as required), as well as managing costs within agreed envelopes for any specific areas of responsibility and assisting the Commercial team with production of monthly commercial reports
- Assist in the development of rail track designs that deliver the required levels of safety, resilience, operational throughputs, whole-of-life outcomes, as well as minimising transition impacts and meeting required design codes/standards
- Manage interfaces and ensure appropriate coordination within the project team(s), KiwiRail business units, and other external stakeholders to ensure that requirements are developed, designs are being progressed and that required sign offs are achieved

The above accountabilities and responsibilities will be measured by: stakeholders being well engaged and making effective contribution; resources efficiently obtained and deployed on track and terminal activities; requirements and designs completed competently and deliver project outcomes; costs managed within budgets; risks understood and managed; track and terminals programme reporting accurate.

### 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 reviewing, approving and periodically auditing consultant and contractor's health and safety plans
- 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 responsibility 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.

### Person Profile

Essential:	Desirable:
<ul style="list-style-type: none"> <li>• Relevant engineering experience in rail, port or general construction industry</li> </ul>	<ul style="list-style-type: none"> <li>• Practical experience in the field relevant to rail, ports, transportation or logistics</li> </ul>



<ul style="list-style-type: none"> <li>• Ability to see the “big picture” and continue working steadily towards this, despite short term distractions, and without losing attention to detail and accuracy</li> <li>• Ability to work effectively and without detailed supervision in an ambiguous and changing environment</li> <li>• Ability to fit into a programme culture that is based on a constructive team effort towards solutions and achievement of the overall objective</li> <li>• Previous experience in safely delivering complex projects while maintaining operations</li> <li>• Excellent interpersonal, communication, leadership and team work skills</li> <li>• Ability to bring customers and stakeholders along the ‘journey’ while ensuring there is clarity around their mandates</li> <li>• Experience with project planning, programming, budgeting, risk management and reporting practices to ensure overall commercial outcomes are achieved</li> <li>• Competent in the use of the standard Microsoft office suite (Excel, Word, PowerPoint, Project)</li> <li>• 5+ years industry experience</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in programme, project and contract/ contractor management including planning, funding, implementation, monitoring and evaluation and assessment.</li> <li>• Knowledge of the rail and/or shipping transport sectors, relevant legislation and rail, port and transport safety issues</li> </ul>
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**Education:**

<b>Essential:</b>	<b>Desirable:</b>
<ul style="list-style-type: none"> <li>• Degree in Engineering or other related tertiary qualification</li> <li>• Current and clean drivers’ license</li> </ul>	<ul style="list-style-type: none"> <li>• Project Management Qualification</li> <li>• Other relevant Post-Graduate Qualification</li> <li>• Chartered Professional Engineer</li> </ul>

