



## Asset Engineer - Structures

### Position Description

|                    |                                                   |                  |            |
|--------------------|---------------------------------------------------|------------------|------------|
| <b>Team:</b>       | Wellington Metro – Network Planning and Integrity | <b>Location:</b> | Wellington |
| <b>Reports to:</b> | Network Planning and Integrity Manager            |                  |            |
| <b>Role Type:</b>  | 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

This role exists to provide engineering stewardship of Wellington structures assets, ensuring the network is safe, compliant, and fit for purpose for passenger operations and provides technical leadership to Structures inspectorate. Reporting to the Network Planning & Integrity Manager, the Asset Engineer - Structures focuses on asset condition, risk, and performance, providing clear engineering direction and assurance to support planning and delivery activities.

### Key Accountabilities

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

- Provide engineering ownership and technical authority for Wellington structures assets
- Produce and complete a structures engineering inspection programme to maintain asset data records in accordance with engineering requirements
- Produce code compliance reports identifying any non-compliances and ensuring these are escalated to the relevant teams.
- Assess asset condition using inspection outputs, monitoring data, and engineering judgement.
- Confirm that structures assets are safe and compliant for train operations.
- Define maintenance, renewal, and intervention requirements based on condition, risk, and performance.
- Develop and maintain structures-related inputs to the Asset Management Plan.
- Set engineering priorities and intervention thresholds for structures assets.
- Review and endorse structures-related work scopes, methodologies, and standards from an engineering and asset integrity perspective.
- Identify, manage, and escalate asset risks, including recommending and supporting interim controls (e.g. speed restrictions).
- Ensure accurate and reliable asset data is maintained and used to inform engineering decisions.
- Support investigations into structures-related defects, incidents, and performance issues.
- Provide specialist engineering advice to planners and delivery teams without owning access or work planning decisions.
- Contribute to continuous improvement of engineering standards, inspection regimes, and asset strategies.
- Provide technical leadership for the structures engineering inspection function for Wellington Metro.

### Key challenges

- Maintaining clear evidence that Wellington structures assets are safe to operate at all times.
- Balancing short-term operational pressures with long-term asset sustainability.
- Providing clear engineering direction in a complex, safety-critical environment.
- Supporting delivery teams while maintaining independence of engineering judgement.

| <b>Key Relationships</b><br>Here are the key relationships relevant to this role |                                              | Manage /Lead | Deliver to | Collaborate with | Advise or inform |
|----------------------------------------------------------------------------------|----------------------------------------------|--------------|------------|------------------|------------------|
| Internal                                                                         | Network Planning and Integrity Wellington    |              | ✓          | ✓                | ✓                |
|                                                                                  | Structures Inspectorate                      | ✓            |            |                  |                  |
|                                                                                  | Network Maintenance Wellington               |              | ✓          | ✓                | ✓                |
|                                                                                  | Network Intervention Wellington              |              | ✓          | ✓                | ✓                |
|                                                                                  | Commercial and Operations Wellington         |              |            | ✓                | ✓                |
|                                                                                  | Engineering and Asset Management             |              | ✓          | ✓                | ✓                |
|                                                                                  | Integrated Delivery Planning and Performance |              |            | ✓                | ✓                |
|                                                                                  | Internal service providers                   |              |            |                  | ✓                |
| External                                                                         | Regulators i.e NZTA, Worksafe                |              |            |                  | ✓                |
|                                                                                  | Technical Service Providers                  |              |            |                  | ✓                |
|                                                                                  | Service Providers                            |              |            |                  | ✓                |

## What you will do to contribute

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Health Safety and Wellbeing</b>  | <ul style="list-style-type: none"> <li>• Ensure structures assets are safe and compliant for operations.</li> <li>• Identify hazards and implement or recommend risk mitigations.</li> <li>• Support safe systems of work through engineering input.</li> <li>• Actively engage with staff to discuss safety, through Toolbox meetings, Safe Work Conversations and Control Verification</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Asset Management</b>             | <ul style="list-style-type: none"> <li>• Identification of the condition of assets to provide support for future renewal prioritisation</li> <li>• Prioritisation of infrastructure maintenance or replacement based on Asset Condition, Criticality of Asset, Company Business plan, Company Asset management plan and infrastructure standards.</li> <li>• Provide support to the following, using knowledge of Engineering standards, route knowledge and asset condition.</li> <li>• Ensure Structures infrastructure is maintained to the correct code.</li> <li>• Application of appropriate mitigating measures where infrastructure does not meet code</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>• Support reliable and predictable network performance.</li> <li>• Provide engineering advice that minimises disruption while managing risk.</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>• Work collaboratively with planners, inspectors, and delivery teams.</li> <li>• Provide clear, practical engineering advice.</li> <li>• Support development of asset and inspection capability.</li> <li>• Actively seek diverse perspectives in problem-solving</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>People Leadership</b>            | <ul style="list-style-type: none"> <li>• Provide day-to-day people management, fostering a safe, inclusive and values led team culture.</li> <li>• Manage team resourcing, rosters, leave and absenteeism to ensure operational coverage and productivity.</li> <li>• Ensure staff qualifications, competencies and medicals remain current; coordinate training and maintain accurate training and leave records.</li> <li>• Monitor performance and behaviour/conduct, providing clear expectations, regular coaching and timely feedback.</li> <li>• Ensure timesheets are completed accurately, aligned to planned and delivered work.</li> <li>• Lead performance management and disciplinary processes in line with delegated authority.</li> <li>• Ensure full compliance with employment legislation, employment agreements and organisational policies.</li> </ul> |

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|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | <ul style="list-style-type: none"> <li>• Actively role-model organisational values through safety engagements and daily leadership behaviours.</li> <li>• Lead recruitment and capability development to meet current and future business needs.</li> <li>• Establish clear goals, behavioural expectations and SMART performance objectives supported by regular reviews and coaching.</li> </ul>                                                                                                                                                                                                                                                        |
| <b>Commercial Acumen</b>    | <ul style="list-style-type: none"> <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> <li>• Support efficient targeting of maintenance and renewal investment.</li> <li>• Avoid unnecessary interventions through sound engineering judgement.</li> <li>• Plan and monitor resource allocation to achieve objectives</li> </ul>                                                                                                |
| <b>Role specific domain</b> | <ul style="list-style-type: none"> <li>• Apply Metro-specific structures engineering standards, rules, and assurance requirements.</li> <li>• Interpret inspection and monitoring data to confirm asset condition and fitness for service.</li> <li>• Define engineering requirements and acceptance criteria for structures works.</li> <li>• Maintain independence from access and work planning decisions.</li> <li>• Apply asset management policies</li> <li>• Implement asset management frameworks</li> <li>• Choose and adapt appropriate risk management frameworks</li> <li>• Identify and forecast risks, issues, and opportunities</li> </ul> |



## Decision Making

This role is responsible for engineering decisions that protect the safety and integrity of the Wellington structures network.

Key decision-making includes:

- People management decisions in line with delegated authority.
- Confirming asset condition and fitness for passenger and freight operations.
- Determining appropriate maintenance, renewal, or interim control responses.
- Endorsing engineering aspects of structures work scopes and standards.
- Escalating unacceptable risks or non-compliances to the Network Planning & Integrity Manager.

|                                       |                                                                        |
|---------------------------------------|------------------------------------------------------------------------|
| <b>Human Resources Delegations</b>    | People Leader                                                          |
| <b>Direct reports</b>                 | 2                                                                      |
| <b>Finance Delegations</b>            | Level 8: Budgeted Operating Expenditure and Capital Expenditure \$10k. |
| <b>Budget (operating and capital)</b> | Nil                                                                    |
| <b>Travel Delegations</b>             | Nil                                                                    |
| <b>Statutory powers</b>               | Nil                                                                    |

## Physical demands and the nature of work

This role requires a mix of in-office and in-field tasks:

- extended periods of standing and walking while performing inspections
- working in various weather conditions and environments
- exposure to mechanical equipment, electrical systems, vibration and noise
- prolonged sitting and high computer usage
- carrying of laptop and paperwork when alternating between home and office
- protective equipment usage including safety boots, hard hats, eye/ear protection

*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 will have 5+ Years of experience in structures engineering, asset management, or rail infrastructure.
- You have experience interpreting inspection, condition, and performance data.
- Data management, keeping asset management records up to date and ability to produce queries and reports.
- You understand rail engineering standards, operating rules, and safety requirements.
- Expertise in analysing, evaluating and problem-solving

### Ways of working / Work-related qualities

- You apply sound engineering judgement.
- You communicate technical issues clearly.
- You balance risk, performance, and practicality.
- You remain calm and objective in safety-critical situations.

### Other Requirements

- Ability to meet required medical, drug and alcohol, and background checks.
- Comfortable wearing PPE and following site access rules.
- Current and valid NZ driver's licence.

### Qualifications

You need either:

- You have a relevant degree in engineering
- You have a post tertiary education experience

And

- You hold relevant industry certifications
- Structures engineering or rail-specific certification is highly desirable.
- Willingness to complete required rail and health & safety training

**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.