



Asset Information Management Lead

Position Description

Team:	Enterprise Asset Management	Location:	Auckland or Wellington
Reports to:	GM Asset Management		
Role Type:	Permanent		

About Us

KiwiRail’s Role in Aotearoa, New Zealand

We move freight and people by rail and sea, and we are stewards of New Zealand’s rail network. As such, we deliver sustainable and inclusive growth for our customers, our communities and our people.

For over 150 years, our rail and ferry network has connected New Zealand 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 our customers, their goods, the transport system, KiwiRail 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.



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 position sits within Enterprise Asset Management Group, which gives asset management guidance to KiwiRail's business groups (Infrastructure, Metros, Freight Operations, Rolling Stock, Interislander, and Property) to take care of their assets.

As the Asset Information Management Lead, you are responsible for leading and promoting improvement in KiwiRail's Asset Information Management capability, processes and systems, including improving asset data and information quality and alignment, and knowledge to better inform strategic, tactical and operational decision making.

This role is responsible for leading and developing an enterprise-wide Asset Management Information Management Strategy and Roadmap, Asset Information and Data Standards protocols, setting up Asset Information and Data Governance, and ensuring alignment and compliance through the Community of Practice for Asset Information.

In addition to the strategic elements of the role, the Asset Information Management Lead will provide subject matter expertise and contribute to the enterprise-wide development and delivery of key asset management improvement programmes and projects.

Key Accountabilities

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

- Lead the development of KiwiRail's Enterprise Asset Information Management capability, systems, process and practices, including the implementation and maintenance of:
 - An Enterprise Asset Information Framework and Policy
 - A business-driven Enterprise Asset Data / Information Strategy and Improvement Roadmap
 - Enterprise Asset Information and Data Standards
 - An Enterprise Asset Information and Data Governance system and procedures
 - Enterprise-wide Asset Information Management Communications and Training Plans
 - Enterprise-wide Asset Information Management performance tracking
- Lead KiwiRail's Asset Information Management (AIM) Community of Practice
- Work across the enterprise via the Asset Management Advocacy Group, and members of the Asset Information Management Community of Practice to implement, maintain, and improve asset information management, practices and systems, and improve data quality and alignment within and across all asset intensive business units.

Key Challenges

- Leading the Community of Practice for Asset Information Management
- Leading enterprise-wide collaboration to develop aligned asset data and information strategies, standards, processes, practices and tools to improve data quality and to extract greater information and knowledge from existing asset information systems and data sets to meet business needs and better inform associated strategic, tactical and operational business decision making.
- Promoting an engaged asset management culture throughout KiwiRail

Key Relationships		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Here are the key relationships relevant to this role					
Internal	Enterprise Asset Management Group		✓	✓	✓
	Asset Management Advocacy Group		✓	✓	✓

Key Relationships		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Here are the key relationships relevant to this role					
	Asset Information Management Community of Practice	✓			
	All asset intensive Business Units including Infrastructure and Metros, Rolling Stock, Freight Operations, Interislander, and Property: <ul style="list-style-type: none"> Asset Information Managers and teams Asset Management teams Engineering teams Digital teams Planners and Analysts Maintenance delivery teams Project delivery Teams Operations teams 		✓	✓	✓
	ICT and Digital teams including: <ul style="list-style-type: none"> Architecture and analysis Business information Technology Digital platforms 			✓	✓
	Government Relations, Policy & Funding			✓	✓
	Finance (Capital Management, Integrated Business Planning, Commercial)			✓	✓
	Legal Counsel (Risk, Change and Assurance management)			✓	✓
	Safety, Health, and Wellbeing			✓	✓
External	KiwiRail appointed contractors and consultants			✓	
	ISO 55000 and ISO 19650 authorities and assessors		✓	✓	
	New Zealand Transport Agency / Waka Kotahi			✓	
	Rail Industry Asset Management Benchmarking Group – RIAMBiG		✓	✓	✓

What you will do to contribute

Health Safety and Wellbeing

- Keep yourself and others safe and well and promote a culture of safety and wellbeing
- Ensure compliance with safety standards, procedures, and statutory requirements
- Report workplace risks and develop mitigation strategies
- Respond effectively to safety or environmental incidents and near-misses
- Support people's physical and mental health.

Customer and Stakeholder Focus	<ul style="list-style-type: none"> • Support a customer-, innovation-, and growth-focused culture at KiwiRail • Lead and work with business groups to improve their asset information management maturity • Lead and support collaboration and proactive improvement of asset information management capabilities as normal practice • Have effective and productive relationships with customers, stakeholders, and subject matter experts • Provide professional, effective, and timely reporting.
High Performing Teams Skills	<ul style="list-style-type: none"> • Encourage multi-disciplinary teamwork across the KiwiRail group • Build an inspiring environment for asset information management cooperation, capability, and performance across KiwiRail • Provide timely and constructive feedback • Actively seek diverse perspectives in problem-solving • Provide coaching and specialist advice to develop a culture of continuous asset information maintenance and improvement • Collaborate with business data governance and ICT and digital architecture teams to ensure solutions adhere to KiwiRail's policies and guidelines.
Enterprise-wide Asset Information Strategy and Roadmap	<ul style="list-style-type: none"> • Develop, implement, and maintain the suite of enterprise-wide Asset Information Management documentation in conjunction with business units and ICT and digital teams • Provide assurance and sign-off / recorded comments on investments in KiwiRail's asset information management systems (e.g. SAP, AMOS, Maximo, Geospatial) and new analytical tools and capabilities (e.g. operational technology including Automated Track Inspection Systems and Track Evaluation Cars etc) • Identify, evaluate, and progress enterprise-wide, national, and global Asset Information Management trends, innovations, and learnings • Ensure alignment with the Asset Information Strategy and Roadmap across all business groups including ICT and digital.
Enterprise-wide Asset Information and Data Standards	<ul style="list-style-type: none"> • Lead the development and maintenance of enterprise-wide asset information standards, data standards, acceptance criteria and procedures in conjunction with the business units, and ICT and digital teams. • Support development of data standards and procedures for business groups aligned with enterprise-wide asset information and data standards • Identify current and emerging information requirements and lead initiatives to investigate their potential application within KiwiRail • Support development of business processes, procedures and guidelines for collection, maintenance, and management of asset information and data • Ensure business groups' asset information management complies with KiwiRail policies and processes and industry best practice (e.g. ISO 55000 and ISO 19650 standards).
Asset Information Community of Practice	<ul style="list-style-type: none"> • Lead an effective enterprise-wide Asset Information Management Community of Practice with representatives from each business group including ICT and digital

	<ul style="list-style-type: none"> • Work with the Community of Practice members to align and develop business cases and to implement, maintain, and improve their Asset Information Management practices and systems • Support an enterprise-wide and consistent asset information management capability and maturity • Drive the sharing of learnings and improvements across KiwiRail • Drive innovative ways of working and thinking across teams.
Asset Management Improvement Initiatives	<ul style="list-style-type: none"> • Contribute to plans and programmes for Infrastructure and Services Business related asset management improvements • Promote and support the implementation of best practice Asset Management initiatives • Monitor and review the asset management achievements of business groups against relevant objectives, strategies, and targets

Decision Making

The position is accountable for decisions regarding their operational objectives and for the provision of asset information management strategy and standards, recommendations and business cases for related improvements to business groups and relevant stakeholders, and day-to-day operational decisions.

Key decision-making requirements of the position include:

- Asset information strategy and standards decisions and recommendations for improvement
- Sign-off on business cases for investments in KiwiRail's asset information management systems, tools and capabilities
- Operational management decisions including those within the Community of Practice for Asset Information 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
- 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 at least five years' experience in a similar role
- You have demonstrated experience working with asset information, including information management techniques, strategies, and standards
- You have knowledge and expertise in developing and implementing asset information strategies and programmes of asset information improvement initiatives
- You have effective technical writing and business process mapping skills
- You have experience with various core Asset Management Information Systems including Maximo SAP, and/or ESRI ArcGIS
- You have experience working with data lakes / warehouses and Structured Query Language (SQL)
- You have sound knowledge and extensive working experience with the Microsoft suite (Outlook, Word, Excel, PowerPoint, Visio, MS Projects), PowerBI and similar products
- Preferably you have experience with Building Information Models (BIM) and/or Digital Engineering
- Preferably you have experience integrating Information and Operational Technologies
- Preferably you have project management experience
- Preferably you have experience interpreting, analysing, and reporting on asset data quality.

Ways of working / Work-related qualities

- You build rapport and relationships across all levels both internally and externally
- You are an effective communicator both in writing and verbally
- You are an effective workshop facilitator
- You influence and motivate others through personal advocacy, vision and drive to build a solid platform for change
- You balance strategic alignment with business processes, and technology roadmap with practical delivery
- You work with a high level of autonomy and are highly self-motivated and driven
- You're flexible and practical.

Other Requirements

- You are interested in railway and ferry terminology and assets.

Qualifications

- You have a relevant Tertiary qualification in Information Management or Information Systems
- Preferably you are ISO 55000 or ISO 19650 certified.

**CREATING
STRONGER
CONNECTIONS**