



Field Asset Engineer

Position Description

Team:	Lower North Island	Location:	Palmerston North
Reports to:	Asset Engineer		
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 responsible for asset management of a section of track including structures and civil assets. Creates the work bank plans and work orders to support delivery of KPI's in Asset Management and Business plans. Provides technical advice to the area production teams. Carries out engineering inspections and site audits to ensure the asset condition meets code requirements and that the Maximo system contains correct, complete and up to date information.

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".

Key Accountabilities

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

- Collate and prioritise work identified to meet the requirements of the Asset Management and Business plans.
- Undertake engineering inspections on allocated track including structures and civil assets.
- Set target start and finish dates to meet priorities.
- Prepare work order to 'Ready to Plan status' and attach Job and/or Work Plans. Including work-trains, service freight, materials, subcontractors (plant) and labour resources.
- Forward work order to the Field Production Manager to complete the detailed planning and work delivery.
- Consider all advisories or directives (Codes, SIN, rules and regulations) from Track and Civil Engineering office and ensure they are reflected in planned work activity.
- Perform engineering data analysis in Maximo for TQI, TSA and other applications.
- Monitor production job milestones, report progress, provide technical support and advice.
- Provide technical support and advice as required.
- Carry out safety talks, walks and audits.

Key challenges

- Ensuring the section of track is fully compliant.
- Managing planned cost verses actual with contractors and internals partners.
- Managing and analysis data to keep the track within the code, standards and current KPI's.

Key Relationships Here are the key relationships relevant to this role		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Internal	Asset Engineer		✓	✓	✓
	Field Asset Engineers			✓	
	Production Manager			✓	
	Field Production Managers and teams			✓	
	Structures/Civil Inspectors			✓	
	Track, Structures & Civil Engineering offices			✓	

	Project Group			✓	
	Zero Harm Manager and teams				✓
	Inventory and Plant team			✓	
External	Contractors				
	Local Authorities and other service providers			✓	
	Private siding owners / Neighbours				✓

What you will do to contribute

Health Safety and Wellbeing

- Implement safety procedures and ensure team compliance
- Safety observations are recorded
- Actively analyse workplace risks (hazards and unsafe behaviours) 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
- Ensure to keep up-to-date with all safety bulletins, and changes to codes and practices.
- Report all hazards and incidents/accidents/environmental to your manager and according to the processes, escalate where appropriate and act promptly in recording into IRIS
- Procedure / process to handle dangerous goods product is strictly followed.
- Ensure safety inductions/audits in and around workplace are carried out and records are documented and kept on file
- Get involved in Health Safety and Wellbeing and induction training as requested
- Undertake to complete your allocated Safe Work Conversations (SWC's), toolbox meetings as part of the Groups standard KPI's

Customer Focus

- Provide a positive customer experience
- Support a customer-focused culture at KiwiRail
- Know our services well and explain them to customers
- Respond quickly to customer needs
- Develop solutions to meet customer requirements
- Solve complex customer issues
- Work with colleagues to improve customer outcomes

High Performing Teams Skills

- Set clear performance standards aligned with KiwiRail's goal
- Build a supportive and cooperative team environment
- Provide timely and constructive feedback
- Actively seek diverse perspectives in problem-solving
- Identify opportunities for coaching and mentoring

Commercial Acumen	• Plan and monitor resource allocation to achieve team objectives • Consider financial implications when making recommendations • Understand and comply with procurement guidelines • Work with suppliers to ensure quality outcomes • Recognise how financial decisions impact KiwiRail's overall position
Planning Activities	• Collate and prioritise work identified to meet the requirements of the Asset Management and Business plans • Undertake engineering inspections on allocated sections of track • Set target start and finish dates to meet priorities • Prepare work order to 'Ready to Plan status' and attach Job and/or Work Plans. Include work-trains, service freight, materials, subcontractors (plant) and labour resources • Forward work order to the Field Production Manager to complete the detailed planning and work delivery • Consider all advisories or directives (Codes, SIN, rules and regulations) from Track and Civil Engineering office and ensure they are reflected in planned work activity • Perform engineering data analysis in Maximo for TQI, TSA and other applications • Monitor production job milestones, report progress, provide technical support and advice • Provide technical support and advice as required
Audit and Review	• Conduct on-site inspections and report results • Conduct technical audit at job completion and planned milestones and raise any exceptions • Ensure all asset data is updated in Maximo correctly and new assets are recorded as expected • Generate standard and customised reports as required • Provide information and reports to the Asset Manager to meet Code Compliance audits, project deliverables and other ad hoc queries • Work with the Planner/Scheduler and the Data Analyst to provide information for review to support continuous learning and improvement • Participate in the job review of work delivered, costs, scope and timeframe • support the Asset Engineer with the M120 and the data systems in a timely way to produce evidence of compliance
Relationship Management	• Provide excellent service to all internal and external customers • Develop partnerships with relevant external organisations • Develop and maintain good working relationships with contractors, neighbours, Local Authorities and Private siding owners etc.
Learning and Development	• Keep up to date with new technology and techniques • Maintain good engagement with Track and Civil Engineering office to ensure your technical advice aligns across KiwiRail • Undertake on job training as required from time to time to keep currency

Decision Making

This position is accountable for decisions regarding safe operation of the rail network within your section.

Key decision-making requirements of the position include:

- Priority of work bank, workload and defects while ensuring the codes and standards are adhered to.
- Safety on site decisions: identifying hazards and implementing measures to remove or lower any risks.
- Long term work planning of Capital works.

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 physically demanding and requires:

- extended periods of standing and walking while performing manual tasks
- working in various weather conditions and environments
- exposure to mechanical equipment, electrical systems, vibration and noise
- capability to respond to emergency callouts and work extended shifts
- 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

- Experience in job planning and estimating.
- Experience in civil engineering project management, cost control and managing job timelines.
- Understanding of codes, standards and their application to work practices.
- IT literate

Desirable:

- Experience in implementing business change to achieve best practice asset management
- Experience in using Maximo for works management

Ways of working / Work-related qualities

- Ability to engage in technical discussions and debate with engineers
- Proactive in delivering safety management standards and processes.

Qualifications

You need:

- Tertiary qualification in engineering (B Eng, NZCE)

