



Position Description

SENIOR TRACK MAINTAINER

Purpose:

As a senior member of the track maintenance team, it is expected that you will carry out the required tasks in a safe and efficient manner within a team environment.

As part of your role you will carry out specified maintenance, repairs, or renewals of the infrastructure asset to the required compliance standard.

You will be proficient in all areas of track maintenance.

You will provide Track maintenance support to your ganger and where applicable take on the leadership role when the ganger is absent from site.

You will provide guidance, when required by the ganger, to lesser experienced members of your team to ensure tasks are carried out safely, efficiently, and using the appropriate methodology to complete the tasks.

Zero Harm is a crucial component of how KiwiRail operates and as such you will provide safety leadership in all aspects of your role and be expected to “walk the safety talk”.

Dimensions:

Reports to: Track Workforce Manager/Track Workforce Supervisor. Day-to-day reporting will be to the ganger

Location: Local Depot – Some travelling/overnight may be required

Internal Contacts: Wellington Metro Network Field and Office Staff KiwiRail
Asset Engineers
Train Control

External Contacts: Contractors
External customers
Members of the Public

Key Accountabilities:

Track Activities



- Carry out maintenance, repairs, or renewals of the infrastructure asset and track structures using the correct methodology fully compliant with codes and standards
- Ensure all work is carried out in the most effective and economical manner to maximize productivity without compromising Zero Harm
- Carry out special inspections including but not limited to heat runs and adverse weather checks
- Where qualified and applicable perform tasks associated with the non-destructive testing of rail
- If operating the Lube truck responsibility includes for the correct operation, service and maintenance of rail lubrication equipment
- Complete forms and documents as and when required within the timelines approved, must be legible, and accurately reported including Non-conformance reports. Ensure that storage and filing of such is completed
- Contribute to team decisions and Tool Box meetings
- Maintain a professional behavior when dealing members of the public, associated client personnel, internal Kiwi Rail employees and sub-contractors
- Customer service focus at all times
- Such other duties and responsibilities as the Company may require from time to time

Competency

- Achieve the competencies required to fulfil the requirements of the position including external, internal, and On The Job (OJT)
- Continue to up-skill as is required for the Senior Track Maintainer role

Safety, Health and Wellbeing

- Responsible for complying with all rail safety system standards, procedures and statutory requirements within your area of responsibility
- Provide safety leadership for other rail employees, contractors, visitors, and members of the public within your work environment, and ensure that your personal safety is paramount
- Provide leadership in identification, reporting and initial control of any safety or environmental hazard identified within your area, provide solutions and mitigations to prevent harm and where necessary report to your ganger or immediate manager
- Be an active supporter of KiwiRail's health and safety requirements and provide visible leadership within the team to ensure all team members engage in good safety practices
- Report all accidents and incidents to your immediate ganger/supervisor within one hour

Person Profile:

Essential:	Desirable:
• Passed all modules required to be a Track Maintainer inclusive of OJT • Actively promotes working as part of a team • Current Class 2 drivers licence	• Past experience of working for a rail company



• Ability to work outdoors in all weather • Ability to stay away overnight for extended periods • Ability to attend call back/outs when required • A "Can Do" attitude	
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Education:

Essential:	Desirable:
	• NCEA Level 1 in Maths and English or equivalent

Non Technical Skills:

Observable Behaviours – that can be used to assess whether the skill is present.

Situational Awareness:
The use of people, procedures, equipment and monitoring to obtain and maintain good awareness of the situation and our surroundings. • Access and retain relevant information • Attend to details • Manage distractions • Remain focussed • Anticipate risk
Teamwork and Communication
Co-operation, coordination and communication between members of a team to achieve desired outcomes. Communication to be open interactive and 'closed loop'. • Deliver messages effectively • Listen actively and clarify and confirm messages • Collaborate, share information and cooperate with others • Manage relationships • Own responsibilities
Decision Making and Action
The process of making a choice by identifying a decision need, gathering information, and assessing alternative solutions and actions. • Identify options • Prioritise action • Make timely decisions • Adapt to changes • Act with confidence



Task and Workload Management

Manage workload by preplanning, task allocation, delegation, prioritising to avoid a high overload situation.

- Assess and respond to situation
- Plan and resource work
- Make optimum use of time available
- Manage self
- Deliver plan

