



Position Description

STRUCTURES INSPECTOR Network Services

Purpose:

The role involves physically carrying out audits and inspections of KIWI RAIL's civil infrastructure assets, including timber, concrete, masonry and steel structures, earthworks and retaining walls. The purpose of these audits and inspections is to: pro-actively monitor safety and code compliance; diagnose existing and potential faults and defects; develop work plans and monitor progress against the plans.

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: Asset Engineer
Responsible for: Nil
Location: Local Depot - Some travelling/overnight may be required
Budget: Nil
Internal Contacts: Production Manager
Field Asset Engineers
Field staff
Engineering team and Technical Services Manager, Structures
Train Control
Network Planners
External Contacts: Contractors
Local government agencies

Key Accountabilities

Operations

- Undertake structures inspections and reports to prescribed standards and within prescribed timeframes.
- Diagnose and report existing and potential structure faults, defects and irregularities.
- Apply and monitor speed restrictions, recommend alteration and removal of speed restrictions required for structures works or defects.
- Carry out emergency repairs.



- Liaise with Train Control and network planners regarding train running and structures activities. Arrange track possessions when required.
- Monitor work quality and initiate action required to prevent and/or make good any non- conformances.
- Communicate and provide technical guidance and leadership to structures field staff to assist in structures works.
- Carry out short and medium term work planning for, and motivate the work gangs in the inspectorate area.
- Attend incidents and emergency events as required (including out of hours attendance.)
- Ensure you clearly document your work activities and established files are clearly identified and filed correctly

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 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 responsible 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.

Training & Development

- Undertake On the Job Training for the set designation plus attend training courses run by company. or external agencies where required to fulfil requirements of the position
- Acquire on job training competencies set for position

Records Management

- Provide data and reports to the Field Production Manager Structures or Production Manager and structures engineering team to assist in preparation of compliance reports and other special information requests.

Other

- Be prepared to work at heights as a core activity.
- Contribute to team decisions and Tool Box Meetings
- Maintain a customer service focus and display professional behaviour when dealing with, associated client personnel, sub-contractors and members of the public.
- Such other duties and responsibilities as the Company may require from time to time.



- Contribute to a positive team working environment

Person Profile

Essential:	Desirable:
• Knowledge of timber, steel and concrete structure • Computer skills – Email, Word and Excel • Background in construction Health and Safety processes • Understand and be familiar with engineering codes and standards covering structures • Competent observation skills • Competent leadership and influencing skills • Able to work autonomously • Methodical and accurate	• Specialist technical experience relevant to railway structures • Able to take a leadership role and motivate staff

Education:

Essential:	Desirable:
• Secondary School or equivalent NCEA Level 2 Mathematics and English. • HT Class 2 License or eligible to obtain this class of licence • Carpentry, Building Trades or related trade certification	• Relevant advanced trade qualifications. • Relevant tertiary qualifications

