

# Position Description – MEP Interface Manager

## POSITION DETAILS

<b>Department / Team:</b> Underground	<b>Reports to (title):</b> M&E Delivery Manager
<b># Direct Reports:</b> 0	<b># Indirect Reports:</b> 0
<b>Location:</b> Brisbane	

## THE CROSS RIVER RAIL PROJECT

Cross River Rail is a new 10.2km rail line including 5.9km of twin tunnels running under the Brisbane River and CBD that will unlock a bottleneck at the core of the rail network and will transform the way we travel across the whole of Southeast Queensland.

It will include four new underground stations – at Albert Street, Boggo Road, Roma Street and Woolloongabba - through the middle of Brisbane, provide new above-ground stations at the RNA Showgrounds and Dutton Park, upgrade six stations between Fairfield and Salisbury, deliver three new stations on the Gold Coast and introduce a new world-class signaling system to the wider SEQ rail network.

Once Cross River Rail is operational, journeys will be quicker, stations will be in more convenient locations and there will be capacity to increase train services as our population grows. Making public transport a more viable option for the whole region and helping to ease congestion on our roads.

Further Information: [www.crossriversrail.qld.gov.au](http://www.crossriversrail.qld.gov.au)

## OUR VALUES & BEHAVIOURS



### WE COLLABORATE

- We treat each other with respect and speak up when this doesn't happen.
- We share information to help everyone be successful.
- We have honest conversations, no agendas or surprise.
- We are curios, asking questions to understand.
- We work through issues together and help each other.



### WE INNOVATE

- We are inclusive, listening to and encouraging differing views.
- We challenge and push the boundaries.
- We apply and share our knowledge to do better.
- We seize our opportunity to set new standards and benchmarks



### WE DELIVER

- We act safely at all times.
- We do what we say we will do and when we will do it.
- We understand our individual role and how it fits into the project's success.
- We take responsibility for our work and speak up when we need help.
- We are committed to continuous development and take every opportunity to review, learn and improve the way in which we are delivering the project

## ROLE OVERVIEW

The MEP Interface Manager is responsible for coordinating and overseeing the delivery, integration and consultation and stakeholder engagement activities relating to mechanical, electrical and plumbing (MEP) systems across TSD (Tunnel, Stations and Development) works package.

This role is a key interface function across internal teams, external contractors, and public stakeholders, ensuring that MEP systems — including tunnel ventilation, fire and life safety systems, lifts, HVAC, water services and electrical distribution are designed, delivered, and commissioned to meet technical, operational, safety, and stakeholder requirements.

## KEY RESPONSIBILITIES

- Lead MEP coordination activities to ensure technical integration, design alignment, and constructability across project phases.
- Coordinate and maintain effective working relationships between CRRDA area managers, Systems Engineering and Assurance teams, and contractor MEP leads across TSD package and other packages as required.
- Develop and maintain a clear mapping of working relationships across all delivery teams, CRRDA area managers, and interface functions to support coordination, accountability, and risk visibility across MEP-related scopes.
- Facilitate regular MEP Working Group meetings to address technical issues, interface risks, and delivery constraints.
- Identify and manage risks, issues, and scope gaps across disciplines and stakeholder interfaces, ensuring early resolution through collaboration, escalation where required, and proactive mitigation planning.
- Provide input into the assessment of scope or design changes that affect MEP systems, ensuring impacts to schedule, constructability, stakeholder requirements, and space allocations are understood and managed.
- Engage and coordinate with external technical subject matter experts including specialist consultants, system suppliers and engineering advisors to resolve issues, obtain authoritative technical input, and support sound decision-making across M&E delivery and integration activities.
- Provide considered advice and briefings to management, internal and external stakeholders on delivery impacts, stakeholder sensitivities, risks and issues relating to MEP systems.
- Work closely with Communications and Stakeholder Engagement teams to manage sensitive issues, stakeholder concerns, and any matters with potential media, political, or delivery impacts.
- Provide updates to the Project Controls team to ensure key MEP activities are accurately reflected in project schedules, and support sequencing, risk identification, and reporting.
- Contribute to project reporting cycles (weekly, monthly, quarterly) with clear updates on MEP progress, risks and emerging issues.
- Maintain clear and accurate records of MEP-related decisions, advice, stakeholder agreements, and coordination activities to support traceability, accountability, and effective governance.
- Provide strategic support to the M&E Delivery Manager on planning, delivery risks, and commissioning readiness.
- Support testing, commissioning and handover planning for MEP systems to ensure alignment with

operational requirements, stakeholder expectations, and project milestones.

- To work in accordance with the Delivery Authority policies, procedures and safety requirements and demonstrate alignment with our values and behaviours

## KEY COMPETENCIES

- Demonstrated senior-level experience in MEP systems delivery in major infrastructure or transport projects, ideally involving underground or tunnelling works.
- Proven ability to integrate mechanical and electrical scope within constructability, operations, and maintenance requirements.
- Broad understanding of a wide range of MEP systems including lifts, fire and life safety systems, HVAC, and associated design and coordination. Experience with rail MEP systems such as tunnel ventilation systems highly regarded but not essential.
- Demonstrated ability to engage with and leverage external subject matter experts such as consultants and equipment suppliers to address technical issues, assess risks, and support the integration of complex mechanical and electrical systems in major infrastructure projects.
- Strong interpersonal and negotiation skills, with a track record of managing sensitive or high-stakes stakeholder issues.
- Excellent communication skills, both written and verbal, with the ability to present technical advice to diverse audiences and confident facilitating multidisciplinary meetings and working groups.
- Strong Project / Program management skills including performance reporting, risk and issues management and mitigation.