

Position Description – Senior Possessions Advisor

POSITION DETAILS

Department / Team: Customer and Network Integration	Reports to (title): Possessions Manager
# Direct Reports: Nil	# Indirect Reports: Nil
Location: Brisbane CBD	Salary Banding: A07

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.crossriverrail.qld.gov.au

OUR VALUES & BEHAVIOURS

 <p>WE COLLABORATE</p> <ul style="list-style-type: none"> • 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 curious, asking questions to understand. • We work through issues together and help each 	 <p>WE INNOVATE</p> <ul style="list-style-type: none"> • 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 	 <p>WE DELIVER</p> <ul style="list-style-type: none"> • 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
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ROLE OVERVIEW

The Senior Possessions Planner is responsible for coordinating the Cross River Rail track possessions including assessing and interrogating works programs to support Cross River Rail construction.

The successful candidate will possess strong stakeholder management skills when engaging with internal and external stakeholders including Queensland Rail and can work across multi-disciplinary teams to drive outcomes and ensure processes are in line with both contractual obligations and governance requirements.

The position reports to the Possessions Manager and forms part of the Customer and Network Integration team.

KEY RESPONSIBILITIES

- Work with key stakeholders to implement the track possessions program in line with possession planning protocols.
- Engage with Cross River Rail project teams and Queensland Rail to identify potential impacts to the track possessions program.
- Assess construction works programs to identify and document impacts associated with project works undertaken during track possessions.
- Monitor, identify and escalate key risks and issues related to the track possessions program and provide advice on solutions and mitigation measures.
- Engage with external stakeholders impacted by the track possessions program, ensuring application of appropriate governance frameworks.
- Develop and manage process and procedures, documents, and tools, ensuring compliance with project requirements, contractual obligations, and governance frameworks.
- Collate and update data sources to ensure information is up to date information and accurate for reporting metrics and to support the tracking of dependencies.
- Communicate upcoming possessions/track closures, track and monitor performance and report progress.
- Chair, provide secretariat support, or attend Possession related working groups and project meetings.
- To work in accordance with the Delivery Authority policies, procedures and safety requirements and demonstrate alignment with our values and behaviours

KEY COMPETENCIES

The successful candidate will demonstrate the following key competencies:

- Experience with rail or other transport infrastructure works or maintenance programs involving scheduled closures or shutdowns with an understanding of sequencing of activities.
- Ability to monitor and track project deliverables, priorities, and coordinate activities to meet competing deadlines, ensure outputs are up to date and accurate.
- Capable of interpreting complex or technical information and producing effective communication tools suited to a variety of audiences.
- Works autonomously and responsibly to meet deadlines with an ability to reprioritise workload as required.
- Ability to develop and improve best-practice processes and procedures to support core deliverables.