

Construction Position Description General Superintendent - PerWay



Title	General Superintendent - PerWay	Time Spent	
Role	Construction Management Role	People %	25
Manager	Alliance Manager – Southern Region	Strategy / Planning %	30
Job Grade	TBC	Technical %	25
Incumbent	N/A	Client / Commercial %	20
General Purpose of Role			100 %
<p><i>The general focus of the role in relation to why it is here and what its focus is:</i></p> <p>The focus of the role is to deliver the Project in terms of safety, people, margin, quality and time</p>			
<p>Focus of Role</p> <ul style="list-style-type: none"> • Operational focus • Meeting the targets and budgets • Planning and decision making • Understands and applies current technologies to PerWay maintenance and construction • Spatial complexity = project • Horizontal complexity = relationships with clients, suppliers, subcontractors, consultants, external service providers, internal MVM Rail, local community and local government • Vertical complexity = State Manager operations to all project employees • Accountable for growth in capability and performance of the PerWay construction team 			
<p><i>The specific areas of responsibility of the role, i.e. where, on what functions, issues and/or on which part of the business:</i></p> <p>a) Be proactive in relation to safety and ensure a safe working environment across the project by enforcing compliance with MVM Rail Safe Work Guidelines and Policies</p>			

Construction Position Description

General Superintendent - PerWay



- b) Work Safely in accordance with the OH&S Policies and Procedures
- c) Work in accordance with Environmental Management System and promote environmentally considerate work practices.
- d) Compliance with the Management System procedures for Document Control and Control of Management System Records, ensuring policies and objectives are observed and followed in the execution of tasks.
- e) Ensure that adequate induction and training is provided to enable all PerWays' personnel to carry out their duties safely, effectively and efficiently
- f) Delegate appropriate authority and responsibility to PerWay construction supervision to ensure their functionality and ensure that suitable position descriptions are in place
- g) Ensure that the works are successfully completed within budget, on-time and in accordance with contract requirements
- h) Proactively provide initiatives to improve or better program
- i) To establish a relationship with the Client's representative to ensure that mutual objectives are met
- j) Contributes to the development of the construction schedule for the duration of the structures
- k) Complies with the construction schedule to meet defined outcomes
- l) Ensure that they have an understanding of and work within the construction budget
- m) Contribute to the monthly cost forecasts
- n) Contribute to the monthly review of risk and opportunity analysis
- o) Ensure that the contents of the subcontracts and major purchases are carried out
- p) Authorise commercial arrangements within the Limits of Authority
- q) Ensure that all project related PerWay plant resources are managed effectively
- r) Implement all Construction Management Plans relating to PerWay
- s) Advise management on the requirements of skill and experience required for PerWay construction supervision.
- t) Manage, motivate, mentor and develop staff so that the project is able to retain key employees for success
- u) Manage the direct labour workforce in a fair and balanced manner
- v) Comply, manage and maintain the contract conditions and requirements
- w) Provide relevant information to support all contractual and commercial claims related to PerWay projects Provide early advice on any identified

Construction Position Description General Superintendent - PerWay



commercial, contractual issue or conflict

x) Ensure the reputation of MVM Rail is enhanced by promoting MVM Rail in any dealings with the client, the industry and with the community

Critical Competencies Required

The few critical competencies required to effectively achieve the purpose of the role which may indicate the difference between this role and others e.g. does it have a technical specialist or operational management focus, or fine detailed work, or broad conceptual thinking requirement?

- Trade or degree qualifications in the construction field or equivalent experience and qualifications
- Minimum of 20 years in the construction or contracting industry in major contract works incorporating supervisory experience
- PC literacy preferred
-
- Ability to work in remote locations
- Significant experience in rail maintenance (mechanised & basic), with sound knowledge of track maintenance, techniques & procedures;
- Experience planning/ managing to opex and capex budgets;
- Knowledge of safeworking & rail safety procedures;
- Excellent communication, leadership and interpersonal skills;
- Commercial acumen and project management capabilities;
- Strong focus on rail safety and environmental management.
- Ability to competently operate on-track road rail vehicle;
- Senior First Aid Certificate

Authorities

- As per the List of Purchasing Authority Levels (maintained by the Procurement Manager)
- As per the List of Standard Authority Levels (maintained by the Chief Executive Officer)
- Advise on employment and termination for direct reports and below
- Enable resource sharing both within the works and external
- Authorise expenditure within the budget within authority limits
- Authority to act for and on behalf of the company within the commercial / contractual limits of the component of the contract

Construction Position Description General Superintendent - PerWay



Accountabilities		
Key Performance Areas	Objectives for Budget Year	Critical Measures
Health, Safety, Environment & Quality	<ul style="list-style-type: none"> Contribute to the Improvement of the safety performance of business unit 	<ul style="list-style-type: none"> TRIFR<division target LTIFR<division target TEIFR<division target No accidents, incidents or non-conformances NCRs closed out within required timeframe
Profitability	<ul style="list-style-type: none"> Achieve or increase project budget EBIT 	<ul style="list-style-type: none"> EBIT
Organisation Effectiveness	<ul style="list-style-type: none"> Reduce staff turnover Develop a strong cohesive team 	<ul style="list-style-type: none"> Staff project turnover <20% pa
People/Other	<ul style="list-style-type: none"> Direct and motivate subordinate colleagues to achieve agreed targets Develop and enhance PerWay construction team members' skills and competencies To ensure that all performance reviews are conducted on time 	<ul style="list-style-type: none"> Targets achieved Developed and comply with skills training matrix 100% completion by due date
Compliance	<ul style="list-style-type: none"> Ensure and are accountable for Project compliance with Company-wide and group related strategy, policies, procedures and guidelines 	<ul style="list-style-type: none"> Compliant

Approved _____
State Manager

Accepted _____
Incumbent Name

Checked _____
HR Manager