

POSITION DESCRIPTION

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|--------------------|--|--------------------------|-------------------------------|
| Job Title: | Specialist Control Systems Engineer | Date: | June 2017 |
| Job Holder: | Vacant | Supervisor Name: | Tony Bernabei |
| Department: | Cargo Handling Operations | Supervisor Title: | Technical Services Manager |
| Location: | RGCTC | Level of Work | II |

1. Position Context

GPC's Cargo Handling Operations (CHO) team is accountable for the operation and "whole of life" management of GPC bulk handling assets. This asset base includes 6 ship loaders, 4 dump stations, 6 berths, 121 conveyors and supporting structures, 54km of conveyor belt, 9 trippers, 1 stacker and 31 dozers and loaders, a complex control system, services infrastructure (water, electrical, fire), and numerous other ancillary pieces of equipment.

These assets form part of our Operating system and their capability must enable the department to meet our stakeholder expectations. Also, throughout their life cycle, these assets not only require ongoing care and maintenance but also require continual refinement and improvement in alignment with the development of our Operating system.

CHO's process control and related technical systems are an integral part of our operating system. These systems integrate with all key operating assets and operational roles, as well as providing a critical data interface with our broader business systems.

2. Position Purpose Statement

The role is accountable for the Control System Site Standards, Control System Engineering Authority, Control System Engineering Projects and the Control System Life Cycles Management. The role also provides technical support and advice to the CHO department, particularly in the areas of new development projects, maintaining and troubleshooting within existing facilities, and undertaking research and development.

3. Position Accountabilities

- Manage capital and maintenance engineering projects through the project life cycle to achieve agreed specifications. This includes management of the overall portfolio of projects including justifying required resources and reporting of progress against the portfolio and respective projects.
- Provide leadership for the control system engineering project teams within Technical Services.
- Accountable for the Engineering Authority within the Control Systems discipline.
- Ensure control system engineering standards by:
 - Coordinating the developing and implementation of the standards and monitoring site compliance.
 - Contribute to the development and improvement of the control systems to industry best practice.



- Perform technical evaluation of submitted tenders to ensure the tender selected best satisfies project specification with particular regard to quality, reliability, timeframe and cost, then make recommendation to the Technical Services Manager.
- Contribute to developing the Engineering Services Business Plan by:
 - Providing technical advice to optimise and maximise plant, equipment output and life whilst reducing operational or equipment downtime.
 - Make recommendations where there is a problem with the operation of particular items of plant.
 - Provide technical advice on the selection of equipment with a view towards site wide standardization, reliability and maintainability.
- As a member of the Technical Services section:
 - Contribute actively and productively as a member of the Managers immediate team, including providing advice and feedback to your Manager and peers.
 - Contribute actively and productively to the broader GM's departmental management processes, such as the monthly department performance review.
- Ensure effective relationships with other sections within the CHO department, affirming alignment of our operational need.
- Work towards achieving financial responsibility across all projects through identification of cost saving measures and effective utilisation of resources.
- Ensure you and your project teams meet or exceed the Health, Safety and Environment Management System requirements by fostering HS & E aligned working behaviours, conditions and practices, targeted at achieving zero incidents and injuries.
- Comply with GPC's Code of Conduct and lead by example demonstrating GPC's values and desired behaviours.
- Comply with GPC's policies, standards and procedures in the workplace.

4. Decision Making Authority & Impact

In accordance with company policy/systems:

- Ability to access necessary information, obtain resources and use of facilities or equipment needed to complete your project portfolio.
- Recruitment of control system project team personnel as required
- Disciplinary action up to but not including dismissal
- Training priorities in line with skills matrices
- Expenditure Authority in accordance with GPC policy

The role impacts the GPC:

- Plant availability, reliability, safety to agreed target (Contributory)
- Engineering projects on time, budget and to specification (Primary)
- Health, Safety and Environment (Contributory)
- Cargo Handling Operations Department Capital and Operating Budget (Contributory)

5. Key Relationships

Internal

- Working closely with peers within Technical Services Team in particular the Specialist Electrical Engineer.
- Works closely with the Control Systems Superintendent and team.
- Interaction with Technical Services Manager as a direct report
 - Regarding progress of the control system engineering allocated projects

- Interaction with Management, Shiploading and Unloading Coordinators, Planners, Supervisors and Superintendents
 - Provide technical advice as requested and resolve the day-to-day problems relating to project works
 - Interact with construction supervision by providing instructions and technical details
- Interaction with Operations Superintendent, Inloading and Outloading Supervisors
 - In discussing details which may affect operations.

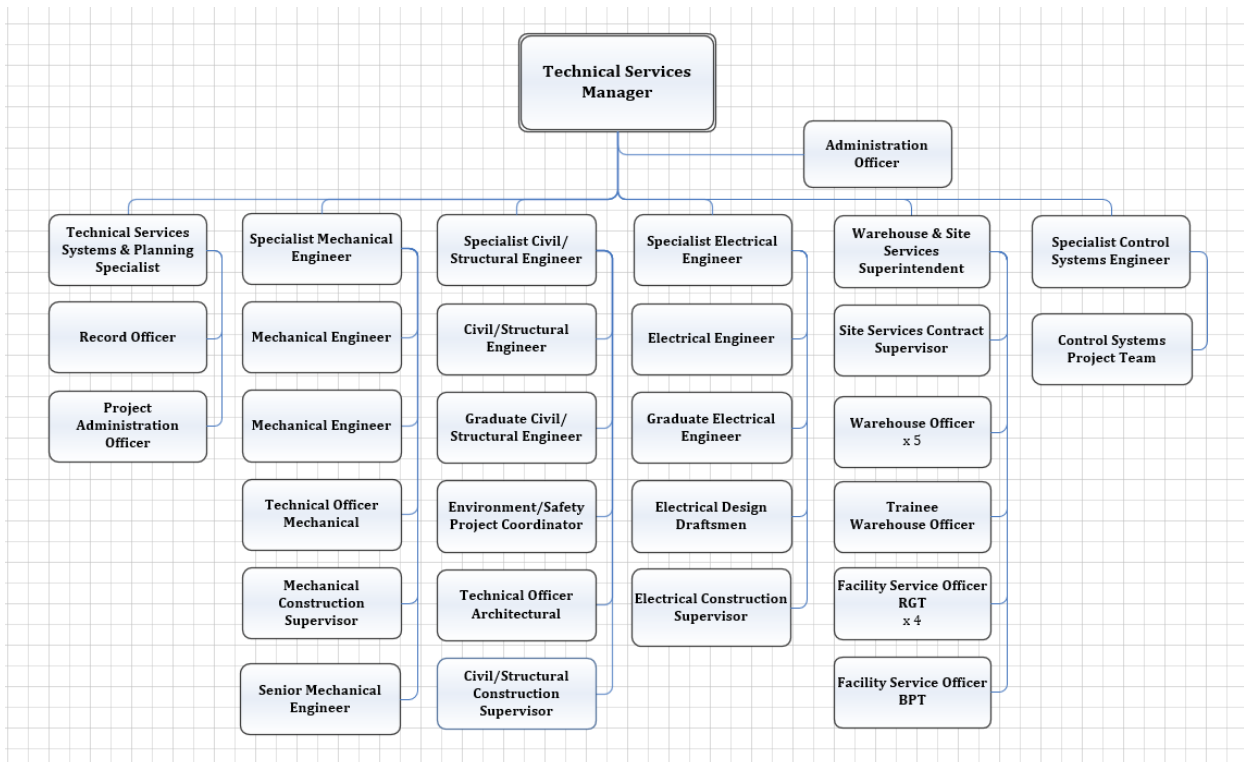
External

- Liaises with drafting and engineering contractors
 - Assistance in specialist areas
- Liaises with Government agencies and commercial bodies such as QR, Ergon Energy, Telstra and council.
 - Ensuring projects comply with relevant standards and legislative requirements

7. Level of Supervision

Direction is provided on the assignments to be undertaken, with the occupant determining the appropriate use of established methods, tasks and sequences. There is some scope to determine an approach in the absence of established procedures or detailed instructions, but guidance is readily available. Performance is checked through assignment completion.

8. Organisation



9. Formal Qualifications

- Tertiary qualifications in Electrical/Control Systems Engineering
- Registration as a Professional Engineer in Queensland (RPEQ), or willingness to work towards
- Frontline management qualifications (Desirable)

10. Key Selection Criteria

It is **essential** for the job holder to demonstrate experience and/or knowledge in the following:

| Competency | Description |
|--|---|
| 1. Engineering & Project Management | <ul style="list-style-type: none"> • Understands engineering concepts and principles. • Ability to apply the appropriate tools, systems and methodology within own engineering discipline. • Extensive control system engineering experience in an operating environment. • Extensive project management experience. |
| 2. Contractor Management | <ul style="list-style-type: none"> • Understands contractor requirements. • Monitors contractor service delivery and works to ensure contractual agreements are met. • Works directly with contractor or contracting company to make amendments as required. |
| 3. Cost Monitoring and Reporting | <ul style="list-style-type: none"> • Broad knowledge of cost monitoring and reporting and understands the importance of these in meeting project outcomes. • Applies a broad understanding of organisational, port and plant cost requirements and expectations. • Monitors, analyses and reports on internal costs as required. |
| 4. Procurement | <ul style="list-style-type: none"> • Understands the procurement process, legislative requirements and governance processes. • Effective at developing bid and tender documents, managing bid and tender processes including evaluation. • Understands and applies strategic sourcing and cost/quality management practices. |
| 5. Social Influencing | <ul style="list-style-type: none"> • The ability to read social situations, understand the underlying social processes and to influence those processes productively. |
| 6. Problem Solving | <ul style="list-style-type: none"> • The capacity to reason, think analytically, conceptually and laterally in order to solve problems and take appropriate decisions. |
| 7. Leading for Results | <ul style="list-style-type: none"> • The capacity to set direction and lead people, technology and processes in the direction of change (get the best from money, technology and know-how). |
| 8. Modelling GPC's Values and Behaviours | <ul style="list-style-type: none"> • The ability to comply with and embed GPC's values and behaviours in all aspects of work. |