



# Principal Investigator


## Position Description

National Operations

Permanent, Regulatory Officer 3

	<p><b>About ONRSR</b></p> <p>The Office of the National Rail Safety Regulator (ONRSR) plays an integral role in keeping Australians safe across the nation's vast and varied rail networks. Headquartered in Adelaide, and with offices around the country, ONRSR is an independent regulatory authority that encourages safe rail operations, enforces national compliance with the <i>Rail Safety National Law</i>, and promotes and improves rail safety throughout Australia.</p> <p><b>Our People</b></p> <p>At ONRSR we aim to enhance and promote rail safety nationally through effective risk-based regulation. To achieve that, we need people with the vision to contribute to the safety of Australia's railways – people who are professional, whose values align with ONRSR's values of independence, respect, integrity, diligence and excellence. People motivated by the opportunity to improve rail safety and by the benefits this delivers to the Australian community.</p> <p><b>Our purpose</b></p> <p>Safe railways for Australia</p>
	<p><b>The Role – Your impact and contribution</b></p> <p>The Principal Investigator takes a lead role in the coordination and planning of the conduct of complex rail safety investigations that may involve multiple duty holders and witnesses and lead complex rail safety investigations into possible breaches of the rail safety law, including as a result of rail occurrences.</p> <p>The position provides high level advice for assessment of investigation practices and the conduct of those practices and initiates and leads operational projects relating to operational matters or office operations. The position also performs a key role in establishing effective regulatory relationships with senior regulatory investigation agencies and other external stakeholders.</p> <p>Reporting to the National Manager the role is expected to provide high level leadership, advice management and coordination of a national team of senior investigators seeing you develop investigation strategies and coordinate their delivery to meet our national objectives!</p>
	<p><b>Key Relationships</b></p> <p><b>Reports to:</b> National Manager, Investigations</p> <p><b>Internal:</b> General Counsel, General Managers, and Rail Safety Officers</p>

	<p><b>External:</b> Accredited Rail Transport Operations and other regulatory investigation agencies</p>
	<p><b>Your Responsibilities</b></p> <p>Combining your enthusiasm for contributing to public safety with your seasoned abilities in leading investigations and complex casework, you will:</p> <ul style="list-style-type: none"> <li>• Undertake initiated and assigned regulatory tasks including enquiries and investigations in accordance with the policies, procedures, and business processes of ONRSR.</li> <li>• Assess evidence obtained through investigations for relevance and admissibility to provide authoritative advice on rail safety matters to the investigations team.</li> <li>• Provide recommendations to the National Manager Investigations including of a strategic nature regarding overall office operations.</li> <li>• Provide a high level of leadership and coordination to a team of senior investigators.</li> <li>• Assist the National Manager Investigations with the development of investigation strategies and/or procedures to meet national objectives and coordinate the delivery of these strategies and/or procedures.</li> <li>• Provide analysis of rail transport operator’s compliance with its safety management system as an input to enquiries and investigations.</li> <li>• Ensure that technical issues are identified, and appropriate specialist input obtained for specific aspects of enquiries and investigations.</li> <li>• Prepare comprehensive investigation reports including detailed findings and recommended regulatory responses.</li> <li>• Prepare prosecution briefs based on investigation reports to support court actions.</li> <li>• Maintain accurate records ensuring all evidence and records are maintained consistent with ONRSR business process requirements.</li> <li>• Assist in coaching Rail Safety Officers on basic aspects of ONRSR’s investigation processes.</li> <li>• Other duties as directed for the purpose of discharging the functions required by the role.</li> </ul>
	<p><b>What you Bring – Key Competencies</b></p> <p>Key to success in this role is that you have:</p> <ul style="list-style-type: none"> <li>• Minimum qualification of Diploma of Government Investigations or ability to obtain within six months of appointment.</li> <li>• Senior level investigation experience in investigations within a regulatory, operational or heavy engineering environment.</li> <li>• High level knowledge/understanding of safety duty-based law to direct the implementation of relevant systems, policies, standards, and procedures.</li> <li>• Extensive understanding of the principles of integrated safety management systems, risk management, and their application to railway operations and the <i>Rail Safety National Law</i>.</li> <li>• Highly developed interpersonal and written and verbal communication skills, including the ability to effectively consult, liaise and negotiate with internal</li> </ul>

	<p>and external customers and rail transport operators and to facilitate their cooperation and support to achieve desired outcomes.</p> <ul style="list-style-type: none"> <li>• Possess self-motivation and flexibility of approach, able to make decisions and adopt work practices to meet changing work requirements and situations.</li> <li>• Emotional and psychological maturity to cope with the possibility of difficult situations.</li> <li>• Proven ability to provide leadership and mentoring in a team environment.</li> <li>• Appropriate tertiary qualifications in a safety, investigation or engineering discipline or equivalent work experience.</li> </ul> <p><b>Helpful qualifications and experience</b></p> <ul style="list-style-type: none"> <li>• Qualifications in the rail industry is highly desirable.</li> </ul> <p>You must hold and maintain a current driver's licence, the right to work in Australia and be comfortable to undertake a criminal history check and meet the requirements of a Category 3 Rail Safety Worker in accordance with the National Standard for Health Assessment of Rail Safety Workers.</p> <p><b>Your compliance</b></p> <p>As a regulator, it is important that we are all on the same page when it comes to safety and risk management and everyone at ONRSR is responsible to actively supporting this aspect of our role to promote a positive and safe culture. ONRSR has a zero tolerance to the use of alcohol and non-prescription drugs for all workers while undertaking ONRSR work. This includes workers recalled to duty unexpectedly who should decline to work if doing so puts them in breach of the Drug and Alcohol Policy.</p> <p><b>Other items of note</b></p> <p>On occasions, this role will require you to work outside of normal business hours, on weekends and public holidays. There is a requirement to travel which may include short stays in ONRSR interstate offices. If you would like more information about how ONRSR regulates please read the <a href="#">ONRSR Way 2020</a>.</p> <p><b>Privacy Notification</b></p> <p>ONRSR requires personal information and documents relevant to your employment. The collection and handling of this information will be consistent with the requirements of relevant privacy laws.</p>
	<p><b>Our Commitment to you and your Commitment to ONRSR</b></p> <p>ONRSR is genuinely committed to investing in the capability of its staff and is proud of its structured Regulatory Officer training program that will support Regulatory Officers in learning the <i>ONRSR Way</i> to rail safety compliance in a supportive environment. Opportunities to learn key skills in both a classroom and infield setting are made available through the delivery of our training program and advancing your skills and knowledge in these areas is also available within this program. The success of this program also relies on your engagement and willingness to coach</p>

and mentor staff.

ONRSR expects its people to contribute to the efficient and effective functioning of the organisation to meet ONRSR and team strategic goals. This includes actively participating in the Performance Development and Review process; demonstrating appropriate and professional behaviours in accordance with the Code of Conduct and values; providing assistance to team members if required; and undertaking other key responsibilities or activities as directed.

I have read and understood the requirements of the position and agree to carry out the key responsibilities to the best of my ability.

I understand that I may be required to perform other duties from time to time to fulfill the position requirements.