


Senior Regulatory Officer, Accreditation

Position Description

National Operations

	<p>About ONRSR</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>Our People</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>Our purpose</p> <p>Safe railways for Australia.</p>
	<p>The Role – Your impact and contribution</p> <p>The Senior Regulatory Officer – Rail Safety Officer (Accreditation), plays a key role in participating, leading or guiding others in regulatory activities with a primary focus on accreditation matters. ONRSR Rail Safety Officers work closely with rail operators and their rail safety workers to undertake functions of assessing accreditation-related applications, monitoring safety performance, responding to issues and enforcing the law, as required, with the aim of maintaining and improving safety. ONRSR's Rail Safety Officers have responsibility for providing the regulatory oversight necessary to ensure rail operations in Australia are being managed safely.</p>
	<p>Key Relationships</p> <p>Reports to: National Manager, Regulatory Operations or nominee as authorised by the Chief Operating Officer</p> <p>Internal: All ONRSR staff across all locations</p> <p>External: Accredited and non-accredited Rail Transport Operations, Rail Safety Workers</p>
	<p>Your Responsibilities</p> <p>Regulatory Activities</p> <p>As an appointed Rail Safety Officer, using your demonstrated ability and understanding of ONRSR's policies, procedures and business processes, you will:</p> <ul style="list-style-type: none"> Assess applications for accreditation and registration and review complex regulatory risk assessments

	<ul style="list-style-type: none"> • Apply and guide others to apply legislative requirements to support safe railway activity including audits, inspections, site visits enquiries, education and meetings • Lead complex programs of work with a focus on accreditation activities • Lead complex audits and compliance inspections from an accreditation perspective as required • Provide high level and quality written reports on accreditation, regulatory and compliance activities undertaken including recommendations to the Principal Regulatory Officer/National Manager, Regulatory Operations, General Manager • Liaise with and provide high-level technical and accreditation advice on rail safety operational matters (principally application of the Rail Safety National Law) • Provide guidance, coaching and mentoring to inform and develop others • Support and contribute to rail safety initiatives by proactive monitoring of regulatory intelligence of Operators. <p>Duty Officer</p> <p>Perform the function of a duty officer on a roster by taking telephone calls regarding rail incidents and providing limited initial responses.</p>
	<p>What you Bring – Key Competencies</p> <p>Key to success in this role is that you:</p> <ul style="list-style-type: none"> • Have an understanding of or a motivation to learn quickly about the principles of accreditation with regard to integrated safety management systems, risk management, auditing and their application to railway operations and the Rail Safety National Law. • Work effectively and contribute to a safe and positive team environment by participating and collaborating with others in a way that enables other members of the team to contribute meaningfully. • Drawing on your experience and knowledge of accreditation practice and complex regulatory theory and strategies, are able to engage with and build positive and constructive professional relationships with operators, colleagues and other key stakeholders • Effectively communicate both verbally and in writing including preparing quality reports reflecting a professional regulatory role by translating information that meets the needs and requirements of receivers clearly and respectfully • Are curious and comfortable conducting conversations that enable you to recognise problems, develop solutions and implement actions compatible with the expectations of ONRSR • Role model the ONRSR values and expected behaviours and support peer reviews that build the internal knowledge and capability of others • Demonstrate flexibility of approach while working as part of a team and can gain assistance from others to achieve team and organisational outcomes • Work effectively with technical enterprise systems, tools and applications and apply these tools for accreditations with increasing complexity

- Adopt work practices to meet changing work requirements and situations
- Demonstrate the importance of post activity review for personal and organisational growth and improvement by personally undertaking and encouraging others to complete

Helpful qualifications and experience

While experience and qualifications in the rail industry is highly desirable if you've had previous experience in a regulatory, safety or risk management role or hold lead assessor or auditor qualification that will also be viewed favourably.

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.

Your compliance

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.

Other items of note

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 ONRSR Way.

Privacy Notification

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.

Our Commitment to you and your Commitment to ONRSR



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 ONRSR Way 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 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 member s 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.