onrsr Office of the
National Rail
Safety Regulator

Regulatory Data Analyst
Position Description

National Operations
Adelaide or Sydney, Level 4

	About ONRSR 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 *Rail Safety National Law*, and promotes and improves rail safety throughout Australia. **Our People** 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 ONRSRs 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. **Our purpose** Safe railways for Australia
	The Role – Your impact and contribution The Regulatory Data Analyst is principally responsible for the provision of analytical support to National Operations Teams. The role works closely with General Managers, Rail Safety Officers, Technical Specialists, Rail Information Officers, and other Analysts to deliver timely and accurate analysis reports and services in support of ONRSR's risk-based approach to regulation.
	Key Relationships **Reports to:** Senior Manager, Data Analytics **Internal:** General Managers; Rail Safety Officers, Rail Information Officers, Technical Specialists, Data-related project teams. **External:**
	Your Responsibilities **Activities** Combining your enthusiasm for data analysis and your demonstrated experience in the use of business intelligence tools, you will: • Provide dedicated analytical support to the National Operations team to inform regulatory planning decisions. • Provide accurate, timely and targeted analyses of regulatory data to key stakeholders and decision makers within ONRSR. • Prepare statistical and interpretive content for key ONRSR reports and

	publications.
	• Integrate a broad range of regulatory data from a variety of internal and external sources, such as notifiable occurrences, audits, inspections, investigations and safety performance reports.
	• Proactively monitor regulatory data in order to identify rail safety issues and emerging trends requiring deeper analysis and promotion to key stakeholders.
	• Respond to ad-hoc requests for analyses of regulatory data to support risk-based regulatory decision making.
	• Promote continuous improvement and contribute to projects to enhance systems and processes for the capture, analysis and reporting of regulatory data and associated insights.
	• Work constructively with and support the other members of the Risk and Analysis team.

What you Bring – Key Competencies

Key to success in this role is that you:

- Demonstrated statistical, analytical, and problem-solving skills, including a proven ability to translate complex data into recommendations and commentary to inform decision making.
- Experienced in meeting regular deadlines and flexible enough to adapt to ad-hoc and urgent reporting requests.
- Experienced in the use of business intelligence tools to access, model, and analyse data and create interactive reports and visualisations for end users, especially Power BI.
- Well-developed interpersonal, written, and verbal communication skills that enable effective and appropriate communication with a broad range of stakeholders.
- Ability to work both independently and as part of a team, demonstrating initiative in managing high volumes, determining priorities, and organising work to meet strict deadlines.
- Possess an energetic, dynamic, and proactive approach to resolving issues.
- Knowledge and understanding of railway operations and experience using rail safety data is desirable.

Helpful qualifications and experience

- Possess a relevant tertiary qualification in a STEM subject and/or equivalent relevant experience.
- Experience using SQL, Power BI, R and/or Python is highly desirable.

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 2020.

	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.