

Townsville Airport Pty Ltd Position Description



Our Vision defines our purpose. Our seven value drivers guide our strategic direction. Within each driver are strategies to deliver our goals and realise our vision. These strategies drive our existing business and underpin any acquisitions. Our Values influence the right behaviours when making decisions to achieve our Vision.

Position Title: Asset Engineer

Location: Townsville

Department: Asset Services

Reports to: Asset Services Manager

Reporting to this position: None

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Position Purpose

Develop and maintain asset management strategies to align with QALs strategic objectives, ensuring the long-term sustainability and efficiency of airport infrastructure. Drive asset renewal and long-term planning, failure analysis, and critical spare parts management. Manage utilities and building controls, ensuring compliance with regulatory requirements and cost-effective resource usage.

Position Requirements

Objective 1: Asset Management Strategies and Systems

- Develop and maintain asset management strategies and plans to ensure assets meet QALs strategic goals.
- Develop and maintain long term asset renewal plans.
- Develop and maintain operational maintenance plans.
- Perform failure analysis from high impact asset breakdowns and develop improvement plans and adjust maintenance strategies to reduce ongoing failures.
- Maintain the asset register and maintenance schedules within the Asset Management System.
- Drive improvement of asset data such as drawings, schematics, CMMS Data and fault logs.
- Analyse asset data to identify trends and provide recommendations for early intervention of degrading asset performance.
- Review and manage critical spare parts.
- Provide technical advice and support to Airport Facilities Coordinators.
- Participate in the on-call roster, being available for 1 week out of 4 as required.

Objective 2: Utilities Management and Building Controls

- Act as the point of contact for the Airport Lessee Company with respect to building approvals.
- Issue consent letters and Works Permits for proponents of building activities.
- Manage the metering activities relating to electricity, water, wastewater and other applicable utilities to confirm consumption is accurate and in consultation from Property / Finance, is appropriately recovered from tenants where appropriate.
- Support Airport Facilities coordinator where required, which includes contractor management and other administrative/finance tasks, including but not limited to issuing of keys, raising Purchase orders, VIC management and contractor coordination
- Work with Administrative assistant to ensure critical parts are stocked.
- Develop deep understanding and manage best practice asset needs for the internal high voltage electricity network.
- Implement cost saving strategies through the reduction of electricity/water consumption and improved waste management practices.
- Chair the Monthly Airport Building Control meeting with the commonwealth regulator.

Objective 3: Projects

- Coordinate minor projects where applicable.
- Provide input on asset design and specifications to ensure long term maintainability and lowest total cost of ownership.

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- Work with the Project team to ensure appropriate asset handover, commensurate with project and asset complexity.
- Assist with Airport Building Control requirements.

Objective 4: Reporting

- Produce regular reports (e.g. Monthly Maintenance Report).

Objective 5: Project Participation / Innovation / Continuous Improvement

- Build strong working relationships with internal and external stakeholders.
- Effort is made to continuously maintain and improve the quality of WH&S procedures and tools for the site.
- Actively engage and participate in all projects
- Continually strive to improve all processes, procedures and systems to enhance workplace efficiencies
- Provide high levels of customer service upholding the QAL values to both airport and internal customers and present a positive image for the Company at all times.
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Objective 6: Workplace Health & Safety, Environmental and Aviation Safety & Security

- Take reasonable care for your health and safety
- Take reasonable care for the health and safety of others including the implementation of risk control measures within your control to prevent injuries or illnesses
- Comply with any reasonable instruction in relation to WHS by the Company
- Co-operate with any reasonable policies and procedures of the QAL and associated entities including the reporting of hazards or incidents via the QAL reporting process
- All compliance requirements (e.g. legislative, policies, procedures) adhered to
- Other responsibilities as outlined in the QAL H&S management system
- Adhere to the locations Environmental Management System (EMS) as relevant to your work activities
- Attend EMS related training
- Adhere to relevant aviation safety and security requirements

Behavioural Expectations for all QAL Employees

QAL employees expected to demonstrate behaviour which is aligned to our core values:

Authentic

- We are true to ourselves and our communities.
- We build genuine connections and deliver on our promises with integrity.

Brave

- We dare to be different and inspire change.
- We pursue new opportunities with courage and challenge the status quo.

Inclusive

- We celebrate difference and empower one another.

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- We value every perspective and recognise that diversity makes us stronger.

Responsible

- We lead the way with purpose.
- We are accountable for our decisions.

Behavioural Objectives

Whether a team member without direct reports or an executive running a division, all employees at QAL lead in one way or another. They may lead self, lead others or lead business. As such within the Performance Conversations set each year, managers will seek to set clear behavioural expectations for your specific role on the year ahead.

As a minimum expectation your role is expected to demonstrate the following behaviours always when conducting the role objectives:

Team member

- Role model the QAL Values.
- Establish and maintain strong relationships with internal and external stakeholders.
- Perform with pride a broad range of tasks competently as per the role requirements.
- Uphold WHS and Regulatory obligations and comply with all policies.
- Focus on continuous improvement both for company and self (including self-driven learning, ability to take and act on constructive feedback and solution focused conversations).
- Demonstrate proactive, positive involvement as part of the team.
- Exhibit teamwork through providing excellent service, inclusive behaviors and help to others (internal and external).
- Present a positive professional image for the company at all times.
- Provide clear expectations through setting individual and team goals.
- Give regular feedback and recognition to employees for high performance.

Key Stakeholders

Internal: Employees and management at all levels

External: External stakeholders and the community, Regulators, Contractors, Consultants, Airport tenants.

Key Capabilities Required to Perform Role

Educational Qualifications:

- Associate Diploma or equivalent in electrical or engineering faculty.
- Electrical or Instrumentation qualification (Mandatory).

Professional Experience:

- Asset engineering in a commercial or industrial facility (minimum two years).
- Engineering maintenance experience in a wide range of assets including

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- Utility services (power, water and sewerage reticulation, telecommunications).
 - Buildings, including essential services and fire safety.
 - Civil infrastructure.
 - Airport infrastructure (airport lighting systems, baggage handling systems).
- Budgeting experience.
- Report writing and presentation experience.
- Project management experience.
- Interpretation of government acts, regulations and policies experience.
- Administration experience.

Specific Job Knowledge, Skills and Abilities:

- Relevant Australian Standards knowledge.
- Strong written and verbal skills (e.g. reports, presentations).
- Strong computer literacy (Word, Excel, Internet, Email, Finance/Works).
- Good communication and influencing skills.
- Sound problem solving, decision making and negotiation skills.
- Sound organisational, time, task and priority management.

Physical Demands:

- Must be able to perform required physical and psychological demands of the role.

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ACKNOWLEDGMENT

I acknowledge that I have read and understood the key result areas described in this Role Description and agree to carry out my duties and responsibilities to the best of my ability. I assert that there are no limitations on my ability to fully perform the position for the company. I also understand that at times I may be required to undertake other duties relevant to the position that are not listed in this statement. I acknowledge my employer's right to alter this Role Description from time to time in accordance with company requirements.

Name

Date

Signature

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