



From June 2014, the G:link, an exciting light rail system operated by **KDR** – a joint venture between international public transport operator, **Keolis**, and Australia's leading provider and maintainer of passenger and freight rolling stock, **Downer**, will come alive, linking people and communities along the coast. KDR is part of the GoldlinQ consortium, selected by the Queensland Government to deliver the Gold Coast light rail.

The light rail is central to the Gold Coast City Council's 'Bold Future' vision to be a leader in sustainable living through the creation of a world-class, reliable and integrated transport network.

### **SAFETY, QUALITY & ENVIRONMENTAL (SQE) OPERATIONS OFFICER**

Are you a qualified / experienced SQE Officer, looking for an excellent career development opportunity within a dynamic and challenging environment? Look no further! We are looking for an SQE Operations Officer to assist and support the SQE Director in delivering an effective and efficient function during project stage to end June 2014.

#### **Position purpose:**

Assist and support the Safety, Quality and Environment Director in delivering an effective and efficient function until project conclusion/"go live" phase

#### **Position Responsibilities:**

- Ensures that the Integrated Management Plan – including Health and Safety Plan; Environmental Management Plan and the Quality Management Plan are disseminated throughout the Company
- Monitors and participates in audit programs
- Updates SQE plans and procedures according to the instructions of the SQE Director
- Provide advice and mentor staff in the development of Safe Work Method Statements, risk assessments and permit to work processes
- Provide expertise and advice in SQE matters to operational areas of staff
- Participates in emergency exercise planning and feedback.
- Assist the SQE Director in the development and implementation of Environment, Health and Safety policies including instructions, processes and systems of work in relation to providing safe workplaces and eliminating environmental harm.
- Develop and present training programs, demonstrating excellent communication and interpersonal skills.
- Work effectively on own initiative, planning and organising own workload with ability to make decisions without supervision.



Australian Government

CITY OF  
**GOLD COAST™**



Queensland Government

- Conducting SWMS hazard and risk identification, incident investigation and procedure development of same.
- Relevant ad-hoc duties as and when required and directed by the SQE Director

**Skills and Qualifications:**

- Understanding of safety/environment/quality systems
- Understanding of rail operations
- Sound problem solving and analytical skills
- Graduate Certificate in Occupational Health and Safety/Environmental Management and/or Diploma of Quality Auditing
- Ability to proficiently use MS Word, MS Excel, MS PowerPoint, MS Outlook, MS Access, MS Visio etc

If you are available for an immediate start and want to work with the most exciting project team on the Gold Coast, you may apply online directly or send a copy of your resume to Melissa Stone, HR Director at [melissa.stone@kdragoldcoast.com.au](mailto:melissa.stone@kdragoldcoast.com.au).



Australian Government

CITY OF  
**GOLDCOAST™**



Queensland Government