



# Position Description

## LEADING HAND TRACTION ELECTRICIAN Network Services

### Purpose:

As the Leading Hand Traction Electrician you will be responsible for supervising and leading the Traction Electrician team by providing effective, reliable and efficient day to day operations on all Overhead Traction systems and associated equipment. This will include the maintenance, installation, restoration and repair of electrical components in high voltage traction substations, high voltage reticulations and 400/230 volt systems to the prescribed standards and in a safe manner. The position will include some work on traction overhead systems.

Health and Safety is an important part of how KiwiRail operates. You will be a safety leader and will be expected to "walk the safety talk".

### Dimensions:

- Reports to:** Traction Supervisor/ STTE Manager
- Responsible for:** Traction Electricians
- Location:** Local Depot - Some travelling/overnight may be required
- Budget:** Nil
- Internal Contacts:** Production Manager  
Asset Engineer  
Traction Line Mechanics  
Engineering design staff  
Field staff
- External Contacts:** Contractors  
Members of public

### Key Accountabilities

Operations
<ul style="list-style-type: none"> <li>• Supervise and carry out code maintenance and correct known deficiencies on traction and electrical installations / equipment. Report on maintenance progress including those areas that require further action</li> <li>• Carry out Traction and electrical inspections to identify and report on maintenance and system performance issues</li> <li>• Inspect and maintain electrical installation safety signs in accordance with instructions contained in CSG 107.</li> <li>• Perform isolations and provide work clearances including both verbal clearances and permits to work</li> <li>• Understand and put into practice all codes, standards and procedure.</li> </ul>



- Use and maintain Traction and electrical test and measuring equipment to perform maintenance and repairs.
- Use and maintain Traction hand tools both manual and electrical to perform maintenance and repairs.
- Use and maintain Traction plant to perform maintenance and repairs.
- Assist design staff in trials and design as well as trial new equipment and work methods
- Prepared to act up as an Electrical Field Engineer from time to time
- Ensure materials are purchased and available for all scheduled work.
- Ensure "fit for purpose" spare parts and stores material are used on jobs and restocking and replacement requirements are maintained.
- Carry out work on overhead lines as required
- Complete forms, reports and documents as and when required.
- Contribute to team decisions and Tool Box Meetings
- Maintain a customer service focus and display professional behaviour when dealing with, associated client personnel, sub-contractors and members of the public.
- Ensure you clearly document your work activities and established files are clearly identified and filed correctly
- Such other duties and responsibilities as the Company may require from time to time.

### **Zero Harm**

- Responsible for complying with all rail safety system standards, procedures and statutory requirements within your area of responsibility
- Responsible for your own safety and that of other rail employees, contractors and visitors within your work environment
- Responsible for the identification, reporting and initial control of any safety or environmental hazard identified within your area to your immediate manager
- Adhere to Kiwirail's health and safety requirements and take responsible for maintaining a proactive approach regarding both personal wellbeing as well as that of fellow employees, associated client personnel, sub-contractors and members of the public.
- Report all accidents and incidents to your immediate supervisor within one hour.

### **Training & Development**

- Undertake On the Job Training for the set designation plus attend training courses run by company or external agencies where required to fulfil requirements of the position
- Acquire on job training competencies set for position

### **Leadership**

- Supervise, the team by way of direction and active participation, to carry out the works associated with the track and structures infrastructure and components.
- Ensure the optimum utilisation of available resources, maintaining high productivity by leading and empowering the team.
- Develop a safety and quality culture within the team by actively encouraging



team to make recommendations that may reduce cost, increase productivity or improve health and safety.

- Ensure on job training is carried out and OJT's are verified

## **Person Profile**

<b>Essential:</b>	<b>Desirable:</b>
<ul style="list-style-type: none"> <li>• Past experience of working with high voltage switch gear in a rail Overhead Traction environment</li> <li>• Successfully completed appropriate licences to operate</li> <li>• Experience of working as part of a team</li> <li>• Knowledge of rail infrastructure codes and standards</li> <li>• Successfully complete all On The Job training for Senior Traction Electrician</li> <li>• Previous experience in supervising a work team</li> </ul>	<ul style="list-style-type: none"> <li>• A working knowledge of Microsoft office products including Word and Excel</li> </ul>

## **Education:**

<b>Essential:</b>	<b>Desirable:</b>
<ul style="list-style-type: none"> <li>• Qualified and registered Electrician with a current practicing licence</li> <li>• A current class 1 drivers licence</li> <li>• Current first aid and CPR certification</li> </ul>	<ul style="list-style-type: none"> <li>• A current class 2 drivers licence</li> <li>• Forklift operating licence</li> <li>• Registration as an Electrical Inspector</li> </ul>

