

Container Terminal Manager Operations

Purpose:

The Container Terminal Operations Manager's primary responsibility is the management of the people and functions associated with container transfer (CT) operations. This involves the process functions of Safety, Health & Environment (SHE), operational budget management, performance management, leave management, hours of work, train and truck timeliness and fit for purpose equipment resourcing. Additionally, you will manage a team of CT employees being responsible for their on-job performance, technical competency, compliance and certifications, training, personal development and communication.

As a key safety leader, you will champion KiwiRail safety, health, and wellbeing initiatives, promote awareness, vigilance and compliance at the same time develop, nurture and grow, a culture of making safety personal.

Dimensions:

Reports to: Container Terminal Site Manager

Responsible for: CT Operations Staff

Location: Southdown Container Terminal, Onehunga

Budget: TBC

Internal Contacts: KiwiRail CT (national)
Westfield Freight Operations
Westfield RSAS
Westfield Network Services & Infrastructure
Kiwirail Managers
Human Resources
Safety, Health & Environment
Other Kiwirail employees

External Contacts: Customers
RMTU
Suppliers
General Public

Key Accountabilities

Safety, Health & Environment (SHE)

- Champions SHE to ensure all staff are constantly vigilant about the safety of themselves and others and comply with all safety requirements.
- Manages identification of hazards and unsafe work practices, hazard register updates, safety inductions and zero harm communications to ensure staff, contractors and visitors are aware of and take appropriate steps to avoid risks.
- Manages and monitors accidents/incidents and workplace injuries to ensure they are reported in a timely manner, corrective actions are implemented, and rehabilitation plans are in place and managed effectively.
- Understands and complies with HSE legislation, regulations, code of practice, safe operating procedures and relevant best practice to ensure full compliance with requirements.
- Reviews SHE statistical reports on workplace accidents and incidents to identify trends and initiate corrective actions for the reduction of LTIs, MTIs, collisions. Lift-off's and derailments.

Leadership

- Champions company vision and values to ensure they are well known and upheld by all team members.
- Provides and regularly reviews meaningful performance plans and development plans for managers and team leaders to ensure they have a clear understanding of their objectives and KPIs, how they are performing and what they need to do to succeed.
- Collaborates with Training to ensure a robust training system for staff and all certifications and licenses to operate are up to date.
- Manages poor performance and misconduct proactively and in accordance with proper processes to build and maintain a fully effective team.
- Promotes and delivers regular communications to and with staff (e.g., business updates, terminal initiatives, feedback, team briefings, etc.) to ensure team members are well informed of company/terminal/team priorities and progress and feel engaged.
- Manages rosters and leave plans to ensure resources meet workload demands, efficient use of man hours and pay rates, and leave liability is reduced.

Business Strategy

- Prepares long term operational and safety plans to meet growth expectations.
- Develops operational strategies to improve business performance.
- Sets operational budgets to support the regional budgeting process.
- Identifies operational, safety and financial risks to the business to mitigate or minimise risk.
- Puts business systems in place to collect accurate performance data

Budget Management

- Manages variable costs (e.g., travel, fuel, rental cars, overtime, standby levels, etc.) to ensure they are controlled and within budget.
- Analyses and eliminates variations to forecast to achieve budget targets.
- Identifies and drives cost saving initiatives to reduce terminal costs and improve financial performance.

- Oversees overtime to ensure all overtime is authorised and does not exceed maximum OT targets.
- Manages and monitors all leave (i.e., planned and short notice leave) to reduce leave liability and absenteeism.

Customer Service

- Oversees terminal operations to ensure standard operating procedures are followed and trains meet targeted arrival and departure times.
- Champions and leads on time performance and continual improvement in turnaround performance.
- Implements processes and systems to ensure necessary equipment is available to meet customer demand.
- Communicates operational requirements and results clearly to ensure all staff are aware of on time performance statistics and trends.
- Communicates operational requirements of freight to customers (e.g., dangerous goods, refrigerated cargo, pull and placement times, etc.) to ensure freight is packed, loaded and carried in accordance with specifications in a timely manner.

Person Profile

Essential:	Desirable:
<ul style="list-style-type: none"> • Recognised professional in specialist area • Manages small to medium sized projects. • Performs complex calculations; analyses and interprets information. • Problems are of moderate complexity requiring changes to existing procedures for their solution. 	<ul style="list-style-type: none"> • Previous experience in container operations • Operational management/leadership experience

Education:

Essential:	Desirable:
<ul style="list-style-type: none"> • Degree/NZCE or other tertiary qualification • Minimum 5 years proven management experience. 	Tertiary qualification