Project Technical Lead (PTL)

Position Detail			
Reports To	Lead – ARFFS lifecycle management	**Group**	CFO, Asset capability and lifecycle management
Classification	Technology Professional Band 3 (TP3)	**Location**	Brisbane, Melbourne, Canberra
Reports – Direct Total	Nil	**Term**	2 Year Contract

Organisational Environment

Airservices is a government owned organisation providing safe, secure, efficient and environmentally responsible services to the aviation industry.

Each year we manage over four million aircraft movements carrying more than 156 million passengers, and provide air navigation services across 11 per cent of the world's airspace.

Airservices has two major operating centres in Melbourne and Brisbane and a corporate office in Canberra. We operate 29 air traffic towers at international and regional airports, and provide aviation rescue firefighting services at 26 Australian airports.

We are committed to continuing to improve our business by providing our customers with services they value, and embedding new ways of working and technology investments to further innovate and optimise.

Primary Purpose of Position

The Project Technical Lead is a key role within any Program. The role provides technical leadership and system engineering oversight to ensure that Airservices requirements are defined and met.

To achieve this the PTL will work in a Program Team led by a Program Manager with several projects with associated Project Managers established to deliver different interface groups.

As **Technical Lead**, you will be responsible for the technical readiness of all operational *Air Traffic Management* systems used for the provision and support of Air Navigation Services. This includes:

- Act as the Single Point of Contact (SPOC) for technical matters regarding the Program's engineering and technical issues;

- Orchestrate any required engineering and technical liaison between programs, others parts of Airservices and suppliers.

- Manage the Project/Program's conduct of engineering review gates, including arranging 3rd party participation as required;

- Manage engagement of Airservices and other SMEs to support the Project/Program related design, development, test, installation and verification activities;

- Act as the Airservices technical representative during Project/Program related testing and Airservices Acceptance of test outcomes;

- Oversee the Project/Program's site installation, set-to-work, test and verification activities;

- Manage the technology change process, ensuring effective configuration management and change control is put in place;

- Act as a trusted technology advisor. Provide technical leadership and guidance as required, including safety and security guidance; and

- Perform systems engineering and project tasks throughout acquisition and implementation phases in accordance with Airservices safety and system management policies, frameworks, guidelines and procedures; and

- Other activities as required.

Accountabilities and Responsibilities

Position Specific

- Perform systems engineering tasks in accordance with the Airservices' Technology Management Framework (TMF) and other relevant processes, policies and guidelines

- Prepare documentation related to implementation and upgrade activities such as system requirements specifications, statement of requirements, project proposals, detailed cost estimates.

- Two key documents the technical lead is responsible for are:

  o *System Engineering Management Plans* (SEMP) to ensure appropriate clarity and governance for respective statements of work

  o *Test and Evaluation Management Plans* (TEMP) to ensure appropriate clarity and governance to validate the acceptance of work deliverables

- Develop, maintain and peer-review test documentation (such as VCRMs)

- Develop and maintain a suite of comprehensive solution, system and engineering documentation, including translation of logical designs into physical designs

- Provide specialist technical expertise to projects

- Actively participate in cross training to develop specialised skills and technologies

- Maintain awareness of industry and technology developments, standards and regulations

People

- Establish and maintain effective working relationships with other Airservices staff to ensure that there is effective coordination of all activities in support of organisational objectives

- Manage own performance in ways that earn the trust of management team and other members of the team, including consistent modelling of supportive behaviours

- Actively participate in knowledge sharing with and coaching/mentoring less experienced team members

- Be part of a high-performance team with an emphasis on an accountable performance culture

Compliance, Systems and Reporting

- Adhere to Airservices technology management framework, procedures and policies

- Adhere to Airservices security and information management policies and guidelines

- Solution architecture and system designs and specifications conform to operational, statutory authority requirements and relevant Australian, international and ICAO

Safety

- Demonstrate safety behaviours consistent with enterprise strategies

- Comply with Airservices WH&S, Safety & Risk Management processes, policies & guidelines

- Identify potential system safety risks and take appropriate action to prevent, address or escalate safety related system issues eliminating any adverse impact on the system or operations

- Participate in or contribute to hazard reviews, assessments and safety reports relevant to Air Traffic Management systems

Key Performance Indicators

Efficient, Effective and Accountable

- Effective time management and work prioritisation based on the significance and criticality of tasks undertaken
- Business group objectives and performance measurements are met in respect of solution architecture and system design

Commercial

- Demonstrate sound financial, risk management and commercial judgement in respect of vendor and supplier engagement and contract management to ensure value for money outcomes

Safety

- Compliance with safety, risk, environmental and any other standards

Key Relationships

As a member of the lifecycle management team and asset sustainment program, your key relationships are:

- Asset capability and lifecycle management teams
- Asset sustainment program and project teams
- CTEO Service Design & Delivery Management team and staff
- CTEO Service Strategy Management team and staff
- External suppliers and service providers

Skills, Competencies and Qualifications

Qualifications and Experience

- **Essential**: A degree in Engineering or Information Technology from an Australian tertiary institution or certified equivalent qualification (for overseas qualifications)
- **Essential**: A sound understanding of and demonstrated experience applying Systems Engineering practices throughout the SDLC and system management processes.
- **Essential**: Demonstrated experience in stakeholder and vendor management
- **Essential**: Demonstrated ability to take ownership of tasks and work as a senior member of a dynamic team, including ability to work under limited direction to achieve positive outcomes
- **Essential**: Strong documentation skills with experience in preparing and reviewing solution architecture documents and system design documents, including alignment to strategies and existing initiatives
- **Highly Desirable**: Experience in designing, maintaining and supporting air traffic management systems, in particular:
  - o N-tier architectures and distributed systems ;
  - o Real-time systems;
  - o Message handling; and
  - o Internet technologies.
- **Highly Desirable**: Satisfy the eligibility requirements for registration as a Chartered Professional Engineer (CPEng) with Engineers Australia.

- **Desirable**: Understanding of Information Security Manual (ISM) and demonstrated experience in adhering to ISM principles and applying ISM controls

- **Desirable**: Understanding of DO-278A guidelines, software assurance levels and relevant processes and artefacts

Performance Standards and Behaviours

As a member of Airservices, you will consistently demonstrate performance standards and behaviours that meet our Code of Conduct. This includes:

- Treating everyone with dignity, respect and courtesy

- Acting with honesty and integrity

- Acting ethically and with care and diligence

- Complying with all Airservices' policies and procedures, and applicable Australian laws

- Disclosing and taking reasonable steps to avoid any actual, potential or perceived conflict of interest

- Behaving in a way that upholds our vision, mission and values, and promotes the good reputation of Airservices.