

Department of Police, Fire and Emergency Management

STATEMENT OF DUTIES



Title	Technical Lead
Position Number	005331
Business Unit	Business Executive Services
Branch / Section	Technology & Innovation / Strategy, Commercial & Projects
Location	Hobart
Immediate Supervisor	Legacy Radio Network Decommissioning Project Manager
Award	Tasmanian State Service Award
Employment Conditions	Fixed Term Full Time
Classification	Band 8

Focus:

The Legacy Radio Network Decommissioning Project is responsible for decommissioning and disposing, transferring ownership, or otherwise transitioning to new asset lifecycle management arrangements the infrastructure and equipment remaining from five legacy networks replaced by the Tasmanian Government Radio Network.

This role will provide specialist, expert technical advice to the Legacy Radio Network Decommissioning Project through all phases/tranches, with a focus on leading a team responsible for streamlining decommissioning activities. The Technical Lead will work closely with a wide range of stakeholders to ensure the agreed Project objectives can be delivered within project time frames and budget.

Primary Duties:

- Provide high level direction and specialist expert advice, working effectively and collaboratively with internal and external stakeholders and other project resources including consultants and advisors.
- Responsible for the management and completeness of the asset register

and ensuring that decommissioned assets are disposed of according to Treasurer's Instructions.

- Oversee external project resources and services, delivery of work packages, resolving issues and managing the interface between internal project management and external project delivery resources.
- Liaise with suppliers and other organisations on a technical level regarding supply of services, and effective management of related risks and issues.
- Develop and oversee the conduct of quality assurance on contractor works, ensuring work delivered meets minimum requirements. Lead the coordination and management of technical and civil works resources and priorities.

Scope of Work:

The successful applicant will be responsible for providing leadership and advice for technical and civil works and assisting the Legacy Radio Network Decommissioning Project Manager and project team to achieve project objectives. Applicants may also be asked to perform any other allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from an occupant at this classification level.

Direction and Supervision:

This position operates under broad direction and is accountable to the Legacy Radio Network Decommissioning Project Manager for management of the technical stream with a number of direct reports.

The incumbent has considerable independence in determining priorities and approach to managing the activities within the project but is expected to work collaboratively within a dynamic team environment.

Selection Criteria:

1. Expert knowledge and extensive experience of communication systems, electronic (RF) equipment, installation and maintenance practices together with a sound knowledge of emerging communication technologies that enables the provision of strategic advice and input to policy development.
2. Proven ability to effectively manage financial and physical resources.

3. Demonstrated high-level leadership, strategic planning and problem-solving skills and the ability to understand and adapt to the organisational and political environment affecting the Decommissioning of Legacy Radio Network Project.
4. Proven ability to build productive working relationships and work constructively as part of a dynamic team, together with highly developed people management skills.
5. Highly developed research, conceptual and analytical skills together with specialist project management skills and a demonstrated capacity to use initiative, judgement and creativity.
6. Advanced communication, negotiation and conflict resolution skills and the ability to cooperatively resolve problems to achieve desired outcomes.

Qualifications and Experience:

Industry experience and relevant qualifications in Electrical or Communications Engineering or equivalent industry certification.

Essential Requirements:

Pre-Employment Checks

The Head of the State Service has determined that a person nominated for appointment to this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. Any relevant serious criminal offence or repeated serious offences over any period, which are not mitigated by additional information, may provide grounds for declining an application for appointment. Such offences would include, but are not limited to:

- Arson and fire setting;
- Sexual offences;
- Dishonesty (e.g. theft, burglary, breaking and entering, fraud);
- Deception (e.g. obtaining an advantage by deception);
- Making false declarations;
- Violent crimes and crimes against the person;
- Malicious damage and destruction to property;
- Trafficking of narcotic substance;
- False alarm raising.

Code of Conduct:

The State Service Code of Conduct, which is contained in Section 9 of the *State Service Act 2000* (the Act), reinforces and upholds the State Service Principles (s7) by establishing standards of behaviour and conduct that apply to all employees, including the person undertaking these duties, senior officers and Heads of Agency.

Environment and Conditions:

The Department of Police, Fire and Emergency Management (DPFEM) is an agency created under the *State Service Act 2000*. It consists of four operational services: Tasmania Police, Tasmania Fire Service, State Emergency Service and Forensic Science Service Tasmania. The operational services are supported by a range of support functions.

DPFEM strives to provide services that are responsive, socially inclusive and focused on policing, emergency response, community preparedness and emergency management outcomes that contribute to a safe and secure community. The services are delivered by sworn Police Officers, State Service employees (including firefighters and support staff) and volunteers. DPFEM works to make our community safe through the provision of a range of different emergency services and improve our understanding and respect for our diverse community values and lifestyles.

DPFEM wants a safe workplace where employees work in a manner that reflects the organisational values. The person undertaking these duties is expected to actively participate in developing and maintaining safe work practices and to behave in a manner consistent with the organisational values.

DPFEM is committed to building inclusive workplaces and having a workforce that reflects the diversity of the community we serve. We do this by ensuring that the culture, values and behaviours of DPFEM enable everyone to be respected in the workplace and to have equal access to opportunities and resources. We recognise and respect individual differences as well as people's career path, life experiences and education and we value how these differences can have a positive influence on problem solving, team dynamics and decision making within our organisation.

DPFEM does not tolerate violence, especially violence against women and children.

The working environment is largely office based, however intra-state travel may be required. During emergency incidents, the person undertaking these duties may be required to provide support for the emergency incident.

Employees can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Terms and conditions of employment are in accordance with the Tasmanian State Service Award.

Approved

A handwritten signature in black ink, appearing to read 'A Ghuman', with a large, stylized initial 'A'.

A GHUMAN

MANAGER, PARTNERING AND EMPLOYMENT SERVICES
BUSINESS AND EXECUTIVE SERVICES

Date: September 2024