

Midland Metro Limited (MML) – Infrastructure Rail Services Supervisor

Post Title:	<u>Infrastructure Rail Services Supervisor</u>
Department:	Infrastructure
Location:	Midland Metro Limited
Reporting to:	Infrastructure Rail Services Team Leader
Direct Reports:	Infrastructure Rail Services Department Team Members
Role Purpose:	<ul style="list-style-type: none"> • To support Midland Metro Ltd.'s mission which is to provide a safe and dependable tram service. • To assist the Infrastructure Rail Services Team Leader in overseeing the Rail Services Infrastructure department ensuring all maintenance and repair work is carried out in a safe and efficient manner. • To ensure that the maintenance activities are delivered in accordance with MML work practices, standards and procedures and that assets are compliant with applicable standards. • To assist the Team Leader with setting priorities for work delivery and ensuring relevant department KPI targets are met. • Night shift work to perform maintenance and repair work as may reasonably be required by MML management. • On-call duties
Role Responsibilities:	<ul style="list-style-type: none"> • Inspect all work done by the Rail Services Team Members • Ensure inspection, maintenance and repair tasks are delivered in a professional, safe, and timely manner and in compliance with MML work practices, standards and procedures. • Work in a safe and professional manner at all times. • Complete all relevant paperwork in a timely manner and/or update the Asset Management Information System - Agility. • All maintenance and repairs to the West Midland Metro Permanent way and overhead line equipment. • Oversight of contractors carrying out planned works. • Assist in Project work and design of installations. • Assist in the commissioning of new systems • Assist with the development and continued improvement of the Asset Management Information System

	<ul style="list-style-type: none"> • Organisation of small to large worksites • Continuous assessment and improvement of working practices embracing new technologies • Attend any new training required to carry out duties • On call duties • Other duties as may reasonably be required by MML management.
<p>Training:</p>	<ul style="list-style-type: none"> • OLEC Competency for overhead lines • Training in line with Infrastructure competency matrix • Look out • PICOP/PIC • Personal track safety • Points clipping, scotching and cranking • Primoss • Manual handling • RAIB accredited agent training • IOSH • Competent person substation course • Courses for new equipment installed as part of upgrade or new extensions • ILM Level 2
<p>Health & Safety:</p>	<ul style="list-style-type: none"> • To be aware of your personal security and the security of your vehicle or place of work. • To comply with health and safety instructions and directives issued by management. • To use the appropriate safety equipment properly. • To wear Personal Protective Equipment where applicable and report any loss. • To refrain from the wilful misuse or interference with anything provided in the interests of health, safety and welfare. • To refrain from any action that might endanger themselves, other employees, customers or members of the public. • To ensure that all necessary safety precautions are taken and, if they are in a management or supervisory position ensure that instructions are provided. • To report immediately any accidents, incidents or near misses to your line manager as soon as possible and always within 24 hours. This should include both personal injury and vehicle damage. • To attend and cooperate in any investigation following an incident as required.

	<ul style="list-style-type: none"> • To cooperate with your employer in attending and actively participating in any health and safety related training courses as required. • To report immediately any hazard, faulty equipment or health and safety concern to your line manager and ensure action is taken to make the hazard safe i.e. fencing them off, using signs etc
<p>Decision Making Authority:</p>	<ul style="list-style-type: none"> • Within the remit of the job responsibilities
<p>People Management:</p>	<ul style="list-style-type: none"> • Manage a team of maintenance technicians • Management of contractors as and when required
<p>Legislation & Compliance:</p>	<ul style="list-style-type: none"> • In common with the whole rail industry, the successful applicant will be required to pass a stringent drugs and alcohol test.

Person Specification – Rail Services Supervisor

Tasks:	Level of Experience	Desirable Or Essential
Work Experience:	<ul style="list-style-type: none"> • Working as part of a team • Effective decision-making processes • Substantial experience within the light rail or rail industry for in a similar maintenance environment role • A good working knowledge of rail or light rail infrastructure permanent way and overhead line systems. • Use of gauges and other measurement equipment. • Competence of track and maintenance practices and plant • Competence of overhead line equipment maintenance practices and plant 	Essential Essential Essential Essential Essential Essential Desirable
Education:	<ul style="list-style-type: none"> • To have GCSE Maths and English at Grade C or above. • Industry qualifications in permanent way and track maintenance • IOSH • Management qualification to a minimum of ILM 2 or equivalent • Group training qualification • Lifting platform competency of operation and use 	Desirable Essential Desirable Desirable Desirable Desirable
Managing People:	<ul style="list-style-type: none"> • Experience of leading others, and ability to directly manage a team of maintenance technicians, being responsible for their performance and conduct at work. 	Essential
Communication:	<ul style="list-style-type: none"> • Excellent interpersonal skills, able to communicate effectively at all levels within and outside the company • Excellent written and verbal communication skills 	Essential Essential
Additional Qualities:	<ul style="list-style-type: none"> • A flexible approach to working hours • Ability to use own initiative • Ability to drive various machinery and plant 	Essential Essential Essential
Personal Attributes:	<ul style="list-style-type: none"> • To be trustworthy • To be reliable and punctual • To take pride in their appearance and adhere to the Company Dress Code Policy and Procedures. 	Essential Essential Essential Essential

	<ul style="list-style-type: none"> • Good organisational skills to aid the introduction of the 5 s principals • Must hold a clean UK driving licence • Must be computer literate 	Essential Essential
Driving through Change:	<ul style="list-style-type: none"> • To have contributed to workplace improvements ways of working in your team 	Desirable
Drugs & Alcohol	<ul style="list-style-type: none"> • To undertake drugs and alcohol testing in line with current company procedures and policy. 	Essential