Position Title:	**IT Engineer**
Incumbent:	**Position Vacant**
Reports to:	**General Manager Operations**
Direct Reports:	**None**
Date:	**October 2015**

The Environment

1.   Background & Business Environment

Transport Certification Australia (TCA) is a national government body responsible for providing assurance in the use of telematics and related intelligent technologies, to support the current and emerging needs of Australian Governments.

TCA's mission is to provide assurance to governments, industry sectors and end-users in the use of telematics and related intelligent technologies to enable improved surface transport outcomes in productivity, safety and efficiency to be realised.

TCA provides three broad categories of service, providing opportunities to realise positive outcomes through the deployment of telematics and related intelligent technologies:

- **Advice** founded on a demonstrated capability to design and deploy operational systems and services as enablers for reform
- **Accreditation** in the type-approval and certification of systems and services that give confidence to all stakeholders
- **Administration** of programs for, and on behalf of Members and other relevant stakeholders.

TCA upholds and promotes the principles of the Policy Framework for Intelligent Transport Systems in Australia, which has been endorsed by Australian Governments.

2.   Our People

TCA promotes a culture of professionalism, innovation and integrity, with a commitment to accountability, quality and excellence in the delivery of all TCA programs and services.

We recognise the unique skills and abilities of each individual, who come from a wide range of disciplines and backgrounds, to become a vital element of the TCA team.

We support our people through ongoing development and learning opportunities, and create a supportive team environment for all our staff. We strive to be an employer of choice.

TCA welcomes the opportunity to work with enthusiastic and committed people interested in what is an emerging area of strategic interest for Australian governments and other stakeholders.

The Role

3. Purpose of the Role

The IT Engineer will have responsibility and accountability for providing technical support and assistance to Technical Services in the provision of its IT and business services including system support, testing, data analysis, reporting and research analysis. This is done together with project management and some operational responsibilities in a technical environment. In doing so the IT Engineer will deliver outstanding performance across all areas to achieve TCA's purpose and function.

4. Major Responsibilities/ Accountabilities

The IT Engineer will be required to develop and prepare reports, and conduct general engineering tasks that include:

- Collection, processing and analysis of telematics and related data.

- Testing of In-Vehicle Units (IVUs), On-Board Mass (OBM) systems, in-vehicle telematics systems and GNSS equipment in both laboratory and field settings.

- Maintenance of quality systems and records.

- Creation of inspection and technical reports.

- Publication of technical reports and papers as deemed necessary by the Technical Services Division.

- Develop and maintain effective relationships in key stakeholder organisations including but not limited to member and government organisations.

- Apply professional and technical expertise to resolve technical issues, and to prepare and edit reports, submission and other papers and correspondence.

- To maintain and adhere to Quality Systems processes and procedures associated with your role.

5. Key stakeholder interfaces

Internal

- Senior Engineers

- Project Managers

- General Manager Operations

- Technical Services Division

- Strategic Development Division

External

- Jurisdictions

- Regulators

- Law Enforcement Agencies

- Transport Operators

- GNSS / GPS forums

6. Major Challenges of the role

- Development of business and data analytics reporting

- Research and testing of new reports and data analysis approaches

- Development of data analysis and reporting workflows, processes and procedures

- Assistance in the scoping, development and sign-off of detailed project plans

- Participation in the delivery of projects including full accountability for the quality, timeliness and allocated resources

- Management and training of stakeholders, including government and industry, in the delivery of this project

- Development of systems, both technical and business to support TCA initiatives

- Development of documentation to communicate technical and business systems to stakeholders

- Work with and management of external parties related to the project (i.e. contractors and consultants)

- Collection and processing of data related to electronic systems

- Provide direct oral and written reporting on the project

- Assist internal personnel in the project's delivery

- Identify, engage and manage external consultants in the project's delivery

The Person

7. Qualifications, Knowledge and Experience

- Educational qualifications in an engineering discipline from an institution recognised by Engineers Australia

- Experience with R, Rapidminer or similar highly desirable

- Experience with SAP Business Intelligence or Crystal Reports desirable

- IT knowledge and understanding of Object Oriented Programming with some experience in PHP and/or Java programming desirable.

- IT knowledge and understanding of relational databases particularly MSSQL and/or MySQL

- knowledge and understanding of general issues, concepts and practices in the area of IT security

- Having studied subjects in traffic and transport engineering

- Work experiences in technical fields and good research skills are also desirable

- Very good demonstrable written and oral communication skills are essential

8. Personal qualities

- Demonstrates a readiness to make decisions, take initiative and originate action

- Able to deal with ambiguity, successfully adapting to changing demands and conditions

- Exhibits impartiality by taking a balanced approach to dealing with conflicting perspectives

- Demonstrates ethical behaviour