

Contract Administration Services (CAS) IIE03 – Technical Brief – Inspector (Electrical and ITS) Level 3 Qualifications and Experience

To be considered for the Contract Administration Services (CAS) prequalification levels, applicants must satisfy the mandatory qualification, prerequisite level and mandatory experience requirements.

Academic / Professional Qualifications – Mandatory

- Possession of an Electrical Fitters / Mechanic Trade Licence.

Prerequisite level

- A minimum of three years of IIE02 Inspector (ITS / Electrical) experience in complex ITS / Electrical infrastructure projects or a minimum of five years of Inspector in ITS / Electrical experience including three years of experience in complex ITS / Electrical infrastructure projects.

Academic / Professional qualifications – desirable

- A current Electrical Contractor's Licence
- Current Australian Communication Authority Licence, and
- Formal training or academic qualifications in electrical or communications fields.

Roles and responsibilities

Role:

The Inspector (Electrical and ITS) is responsible for managing the monitoring, auditing, evaluation and reporting on electrical and ITS construction of roadworks contracts and maintenance delivery to ensure compliance with Transport and Main Roads' policies, standards and specifications and contract documentation.

There are two Inspector (ITS / Electrical) related roles to select from (defined by different levels of experience). The scope, value and complexity of the infrastructure contract must be considered when selecting an Inspector (ITS / Electrical) and Principal's should take care to ensure CAV (Contract Administration / Verification) teams are not comprised entirely of entry level positions. The following table provides some guidance on the selection of an Inspector (ITS / Electrical).

Level	Class of Work Description
IIE02	<ul style="list-style-type: none"> • Low value - TIC-CO or MIC contracts with an ITS / Electrical component value less than \$2M), and • Low complexity works (i.e. street lighting only)
IIE03	<ul style="list-style-type: none"> • Medium value to high value TIC-CO, D&C contracts with an ITS / Electrical component value greater than \$2M), and/or • Medium to high complexity works (i.e. Managed Motorways)

Responsibilities:

- Inspect electrical works on road construction and maintenance projects for compliance with the *Electrical Safety Act 2002*, AS/NZS 3000:2007 and AS/NZS 3080:2003 wiring rules. The electrical works normally include street lighting, traffic signals and Intelligent Transport System installations (ITS).
- Provide technical advice, assistance and training in relation to electrical installations.
- Inspect construction and maintenance of street lighting, traffic signals, ITS equipment and other electrical installations associated with roads infrastructure, to ensure compliance with the electrical specification standards and legislative requirement for safety.
- Administer construction and maintenance contracts for traffic signals and street lighting works and the installation of the electrical parts of roadwork contracts.
- Contribute to the development of scheme documents for electrical works.
- Provide certificates of compliance for electrical works installed to ensure compliance of the works with the Electricity Act.
- Review designs for electrical installations and ensure compliance with Electrical Safety Act and Transport and Main Roads policies, standards and specifications.
- Develop and maintain expert technical knowledge of electrical traffic signals, street lighting and ITS practices and standards.
- Supervise and train staff in the application of electrical safety.
- Audit and review the performance of existing electrical installations, initiate the correction of any defects and assess electrical safety and performance issues.
- Maintain and/or manage the collection of detailed records (e.g. Inspector's Diaries, test results, photos etc) and prepare reports as required.
- Facilitate mutually agreeable outcomes to construction issues through the use of highly developed relationship skills.

Experience – Mandatory

- A minimum of five years of experience in the inspection of electrical and Intelligent Transport Systems (ITS).
- A thorough understanding and knowledge of Transport and Main Roads Technical Specifications, policies and technical standards pertaining to electrical / ITS infrastructure.

Experience – Desirable

- Computer skills in Microsoft Windows operating system, MS Word, MS Excel, file management and email.

Information Required

- Your CV as a minimum, should provide details of skills, experience and key achievements from your last three projects that pertain to **this** engagement.

