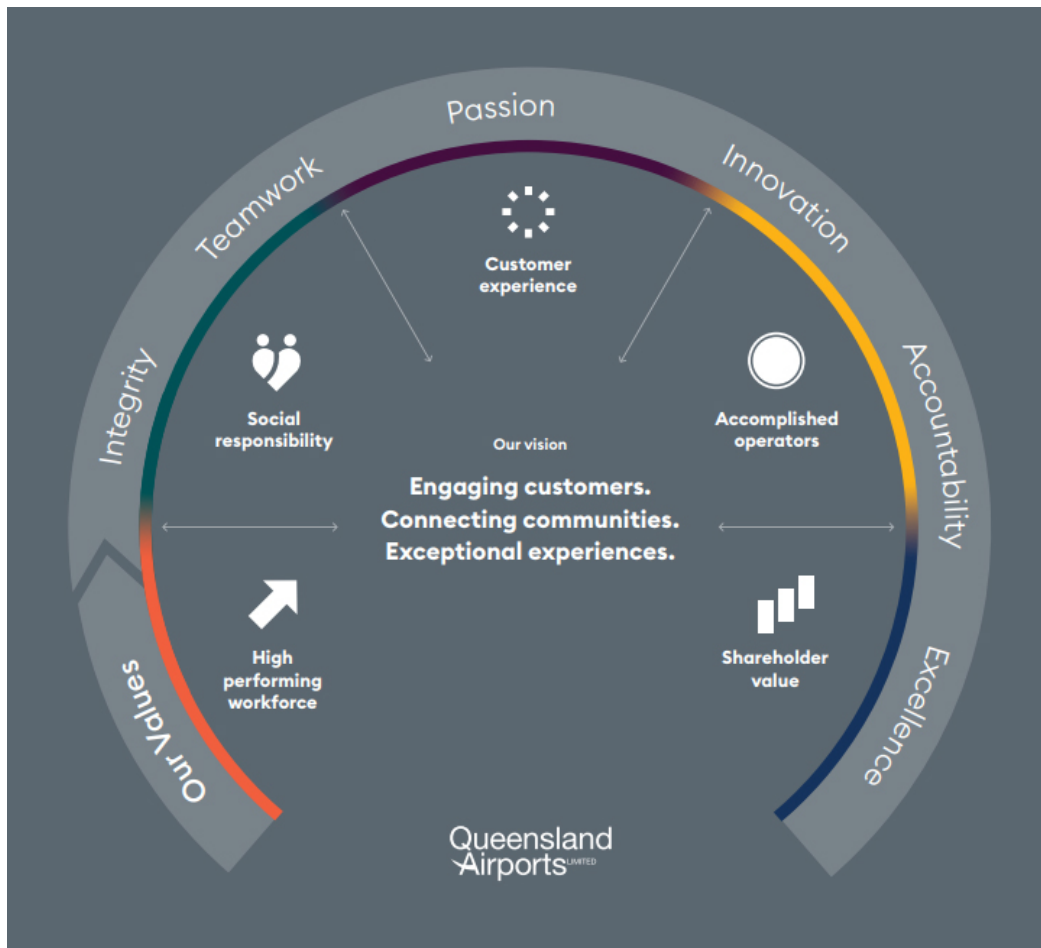


Queensland Airports Limited

Role Description



Our Vision defines our purpose. Our five pillars guide our strategic direction. Within each pillar are strategies to deliver our goals and realise our vision. These strategies drive our existing business and underpin any acquisitions. Our Values influence the right behaviours when making decisions to achieve our Vision.

Position Title: Technology SME – Business Technology

Location: Gold Coast

Department: QAL Technology

Reports to: Business Technology Manager

Reporting to this position: Nil

Position Purpose

The Technology SME - Business Technology role supports the Business Technology Manager in supporting the QAL business with its technology needs. The role provides analysis and documents business technology solutions. The role engages with stakeholders to determine technology requirements and works with the other members of QAL Technology to deliver solutions.

Job Role Requirements

Objective 1: Stakeholder Engagement

- Develops relationships with stakeholders (internal and external) and members of QAL Technology to deliver business value
- Discuss and challenge business needs to ensure optimal solutions are implemented at the right time and with the right capabilities

Objective 2: Partner Relationships

- Develop and maintain strategic relationships with all technology partners to drive the best outcomes for QAL
- Manage supplier engagements to ensure fit for purpose and quality solutions
- Provide industry insight through partnerships and being engaged in the industry to bring the latest technology solutions into QAL
- Provide commercial governance assistance and negotiation expertise during contract change

Objective 3: Technical Analysis

- Ability to produce high quality written documentation that detail requirements and the solution to deliver the business outcome
- Using your analytical skills to understand the exact requirements and provide solutions that are fit for purpose
- Problem solving of technology needs and document and implement solutions

Objective 4: Financial Acumen

- Provide support to ensure technology solutions meet budgets and are managed appropriately
- Deliver technology solutions that are value for money
- Ensure accuracy and detail in analysis of costs and revenue associated with business cases
- Assist in the management and payment of suppliers

Objective 5: Technology Support

- Provide support across all technology disciplines to ensure business outcomes are delivered
- Identification of technology solutions that enhance processes and improve efficiency for the business
- Support the delivery of technology to meet SLA's and the needs of the business
- Work with other technology SME's to develop clear lines of responsibility, ownership and delivery

Objective 6: Project and Technology Analysis

- Provide analysis and technical expertise to support the delivery of business applications and projects
- Assist project delivery resources to "join the dots" and navigate through QAL
- Assist in ensuring all technology changes are reviewed and implemented via the CAB process

- Provide support to audit, risk assessments and other regulatory and legislative requirement analysis

Objective 7: Workplace Health and Safety, Environmental and Aviation Safety & Security

- Take reasonable care for your health and safety
- Take reasonable care for the health and safety of others including the implementation of risk control measures within your control to prevent injuries or illnesses
- Comply with any reasonable instruction in relation to WHS by the Company
- Co-operate with any reasonable policies and procedures of the QAL and associated entities including the reporting of hazards or incidents via the QAL reporting process
- Other responsibilities as outlined in the QAL WHS management system
- Adhere to the locations Environmental Management System (EMS) as relevant to your work activities
- Attend EMS related training
- Adhere to relevant aviation safety and security requirements

Individual Behaviour Expectations

QAL employees expected to demonstrate behaviour which is aligned to our core values:

Teamwork

- Accepts responsibility
- Works collaboratively
- Effectively communicates
- Values diversity

Innovation

- Challenge the status quo
- We do things differently
- Confidence to put forward and test innovative ideas
- Embraces challenges

Accountability

- Takes responsibility
- Ethical
- Minimal supervision
- Accountable for own standards of work

Leadership

- Clear vision
- We are empowered
- Treat each other equally

Integrity

- Trustworthy
- Acts with honesty and sincerity
- Demonstrates fairness
- Ethical in our dealings
- Act in the best interest of our stakeholders
- Act on promises
- Does the right thing

Passion

- Displays positive energy, optimistic
- Inspires others
- Love what you do
- Actively enhances competencies and capabilities through technical and professional development

Excellence

- Strive to be the best
- Challenge ourselves
- Exceed expectations

Key Stakeholders

Internal: Employees and management at all levels

External: Suppliers, contractors, consultants, stakeholders and the community

Key Capabilities Required to Perform Role*Educational Qualifications:*

- Degree in Information Technology or related discipline

Professional Experience:

- Min 3 years' experience in IT Teams, with focus in business engagement, business analysis, project management disciplines

Specific Job Knowledge, Skills and Abilities:

- Excellent time management and prioritisation skills
- Customer focused and desire to own problem and resolve
- Problem solving
- Strong analytical skills to critically evaluate information gathered from multiple sources
- Ability to distinguish presented user requests from the underlying true needs, and distinguish solution ideas from requirements
- Ability to lead requirements elicitation workshops
- Excellent business analysis skills
- Knowledge of product management concepts
- Application domain knowledge

ACKNOWLEDGMENT

I acknowledge that I have read and understood the key result areas described in this Role Description and agree to carry out my duties and responsibilities to the best of my ability. I also understand that at times I may be required to undertake other duties relevant to the position that are not listed in this statement. I acknowledge my employer's right to alter this Role Description from time to time in accordance with company requirements.

Name

Date

Signature

Approved by Line Manager (Signature and Date)		
Reviewed by P&C (Signature and Date)		
Version:		Date: