

Position Description

Job Title: Asset Manager

Designation: Permanent

Work Unit: Technical Operations

Position number: D5300

Staff Supervised: 15

Responsible to: Operations Director

Primary Objective

Provide leadership and direction in the management of the Airport's Terminal and leased buildings facilities management capability, delivering facilities management expertise and managing teams of internal staff and contractors delivering reliability, quality and budgeted costs within the business' objectives for Safety, Security and Environmental standards.

Key Responsibilities

- Develop a high performing team through personal conduct and application of our values, policies, systems and procedures.
- Identify, assess and manage risk within my responsibility area through application of the Risk Management Framework.
- Promote a safety conscious culture and ensure safety risks are identified, assessed and treated using the Safety Management Framework.
- Build strong business relationships with customers, contractor and stakeholders to enhance NT Airports business reputation.
- Provide FM support and direction to the team that will deliver quality and cost effective asset maintenance works.
- Manage the process for Facilities Management of all other Airport Buildings, predominantly through external contractors.
- Develop and implement asset management and retirement programmes that optimise life cycle for assets in line with Business expectations
- Work cooperatively with colleagues and develop a cohesive and efficient process for 'cradle to grave' asset management
- Supervisor and/or be part of the project team for capital projects and other minor fit outs and refurbishments.
- Prepare and monitor Opex and Capex budgets and report on performance.
- Comply with the ADG DAMP program as a supervisor.

This position is a SSAA (Safety Sensitive Aviation Activity).

Selection Criteria

Essential

1. Tertiary qualifications in an engineering related qualification or a solid understanding of engineering concepts.
2. Have strong technical understanding of all essential services.
3. Previous experience as a Facilities Manager in a large commercial facility.
4. Proven experience in financial management including extensive budgets.
5. Demonstrated knowledge of statutory regulations, OHS safe working practices and licences relevant to the building industry.
6. Proven management skills in and with a record of achievement related to the human, financial, and commercial resources.
7. Excellent oral and written communication skills.
8. Proven ability to develop effective relationships.
9. Exposure to a Computer Management Maintenance System
10. Eligible to hold an Aviation Security Identification Card and pass an Australian Federal Police Check;
11. Current NT drivers licence or ability to gain such a licence;
12. Hold or ability to obtain an airside Driving Licence.

Desirable

1. Previous experience as a Facilities Manager at an airport.

Key Performance Indicators

Develop morale, teamwork and promote effective team relations through a process of leadership, lead by personal example, mentoring, coaching and building or maintaining team spirit and cohesiveness.

Build a comprehensive asset management system that allows us to revert from a predominance of reactive to programmed maintenance.

Maximise the productivity of our technical facilities and resources.

Ensure that safety, environmental and sustainability initiatives are embedded throughout the Facilities Management function.

Approved **Chief Executive Officer**