

# Just the Job

## Information Sheet

**Job title:**

Crew Controller

**Job description:**

The Crew Controller is primarily responsible for ensuring that Locomotive Engineers are rostered to enable the rail network to be effectively resourced. This includes appropriate rostering; leave management and planning to cover unexpected absences. This requires the ability to negotiate and juggle available resources to meet service requirements. A high awareness of safety issues is involved in rostering to ensure our Locomotive Engineers can maintain a work life balance.

**Qualifications required:**

Previous experience in transport logistics area  
Sound practical and theoretical knowledge in the area of rostering  
Entry level professionalism in a specialist area  
Excellent communication skills  
Computer skills to the level of data entry and basic spreadsheet  
Analytical skills

**Training**

“Shadow training” with a mentor for approximately 4-6 weeks, with theory as well as practical training

Initial on site visits to rail terminals

**Location of job:**

Office based in Auckland and Christchurch

**Career path:**

Leadership in supervising teams  
Management planning

**Salary range:**

\$21 per hour (training)

\$22-24 per hour + penal rates

**Other careers this profession could lead to:**

- Supervisor
- Specialist in dangerous goods/ reefer logistics
- Management
- Logistic Planning

**Tips on how to increase the chances of successfully entering this industry:**

Communication skills (verbal and written) are imperative for a successful candidate, as well as listening skills and thinking outside the square.

Attention to detail and reliability are essential.

**Places/websites to source information about this job:**

[www.infratrains.co.nz](http://www.infratrains.co.nz)

[www.shapeyourfuture.co.nz](http://www.shapeyourfuture.co.nz)

[www.kiwicareers.govt.nz](http://www.kiwicareers.govt.nz)

[www.ipenz.org.nz](http://www.ipenz.org.nz)

[www.futureintech.org.nz](http://www.futureintech.org.nz)