

ORGANIZATIONAL CONTEXT	
<b>Job Title</b>	EAMS Functional Lead
<b>Job Code</b>	Coordinator – 1
<b>Grade</b>	5
<b>Affairs</b>	Asset
<b>Department</b>	Roads O&M
<b>Section</b>	Business
<b>Team</b>	Enterprise Asset Management Systems Team
<b>Date last updated</b>	24/03/16

JOB CONTENT
<b>Role Objective</b>
Activities to include provision of functional information to the System Integrator, functional oversight of system integration delivery and of system rollout.
<b>Job Roles &amp; Responsibilities</b>
<ol style="list-style-type: none"> <li>1. Reports to the Project Manager</li> <li>2. Responsible for management of functional workstream</li> <li>3. Provide System Integrator with detailed functional requirements</li> <li>4. Lead the Ashghal Design Authority to co-ordinate the functional interactions with the System Integrator</li> <li>5. Lead the Ashghal establishment of the 'Operational' EAMS team</li> <li>6. Manage the End User Testing and SME inputs to the Maximo delivery phases</li> <li>7. Lead functional aspects of Ashghal transition to the Maximo system</li> <li>8. Execution of the data migration in partnership with the Master Data Lead and the System Integrator</li> <li>9. Provide leadership of the functional activities required to embed to-be processes and interim systems in the run-up to the roll out of the Maximo EAMS</li> <li>10. Participate and provide input in discussions/workshops for developing/reviewing the project deliverables within workstream and provide feedback within the specified time frame as per the project plan</li> </ol>

BEHAVIORAL SKILLS, KNOWLEDGE AND EXPERIENCE
<i>(Knowledge and experience needed for the satisfactory performance of the job)</i>
<b>Educational &amp; Experience:</b>
<b>Qualifications</b>
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Degree or professional qualification in numerate subject preferred</li> <li>• Supervisory or sub-project management skills or experience</li> <li>• 5 + years' experience in similar role</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Project Management qualification (PRINCE 2, PMP or equivalent)</li> <li>• Substantial exposure to Asset Affairs business functions preferred</li> <li>• If not working experience of Ashghal, then wide experience in asset management and a good understanding of Ashghal/public sector business</li> </ul>

### **Technical Knowledge**

- Familiar with forms of contracts, including responsibilities and contractual obligations
- Computer literate and thoroughly conversant with MS Office suite and relevant engineering software packages.
- Familiar with Asset Management, Highway Maintenance, Health and Safety, and Quality Standards and Regulations
- Experience of Operations & Maintenance and Construction process
- Able to interface with all organizational departments and at all levels, including HR and training, and executives
- Experience of infrastructure change projects preferred
- Experience of Maximo desirable, or similar asset management systems

### **The Individual**

- Flexibility and willingness to be involved in all aspects of the operation
- Experience of working in an operation with quality and health and safety systems
- Team player but have the ability to work well unsupervised
- Manage their time and team effectively and be self-motivated
- Excellent communication and organizational skills
- Strong project management skills
- Good decision making skills