



Australian Government



mainroads
WESTERN AUSTRALIA

*We're working for
Western Australia.*

GRADUATE PROGRAM 2024

*We're working for
Western Australia.*

Your future, our direction

With a rich history dating back to 1926 and an exciting future ahead, Main Roads Western Australia is the WA State Government agency responsible for managing the State's road network, safely connecting people and places. This means you will be at the forefront of change, involved in cutting edge projects and making real impact to people's daily lives.

We are responsible for one of the largest geographically spread road networks in the world, operating out of six (6) metropolitan and ten (10) diverse regional offices. As we work towards welcoming 660 new people into Main Roads through our move to in-house delivery of road maintenance, our service to the community is expanding and our commitment to providing a safe and efficient road network across our State is getting stronger every day.

Our values form the foundation upon which Main Roads is built. They represent our culture, guide our behaviour, influence our decision-making process, and define our relationships with each other. We are committed to understanding and providing what is important to our customers. We continually strive to enhance relationships, improve outcomes and achieve excellence in everything that we do.

Our main goal is to help you grow. As a leader, as a thinker – and as an individual who has an impact on our communities.

As our commitment to “Keeping WA Moving” continues to grow so does our Development Employee Program. We are expanding our current program to include new streams such as Data Analytics, Property Management, Information and Communications Technology (ICT) and more.

**GOING →
PLACES**



The future you get is the one you create.

We are committed to developing our Graduates by offering an excellent graduate program, that is structured to allow you to grow both professionally and personally. You will learn on-the-job guided by your supervisor and mentors and through a structured development program. Plus, there's also a network of support that will help you become a valued member of the Main Roads family.

Our Development Employee Program has expanded and now includes the below Graduate Streams:

- Civil Engineering
- Electrical Engineering
- Engineering Associates
- Spatial Science
- Environment
- Intelligent Transport Systems (ITS)
- Network Operations
- Business
- Data Analytics
- Property Management
- Construction Management
- Communications
- Information and Communications Technology
- Aboriginal Engagement

The Graduate Program has a dedicated Workforce Development Consultant who will guide you, structure your rotations, and provide professional feedback and advice. You will develop lasting personal and professional relationships with your fellow graduates and have opportunities to learn from Graduates already on the program.

In addition to the practical on the job learning you will receive on your rotations, all of our graduates are provided with a formal classroom-led training program, a comprehensive support network and an individual career, training and development plan.

Considerable thought and planning is undertaken to ensure you establish a strong foundation of skills for a successful and rewarding career at Main Roads.



Roles in the Development Program

The Role of the Graduate

We require the Graduate to develop high levels of professionalism and apply this development to the achievement of our organisational objectives. Central to this is the Graduate's planned and ongoing professional development and the demonstration of capability across their rotations.

The Graduate will:

- Actively participate throughout the Program to develop the required capabilities and undertake appropriate and planned projects and work rotations to achieve the required outcomes.
- Meet with their Line Manager/Supervisor to discuss and agree on performance objectives, associated development needs, work activities and key deliverables.
- Participate in Graduate induction activities and other formal learning and development activities as required.

The Role of the Manager

The Manager, who is the person the Graduate is reporting to on their current rotation, plays a critical ongoing role and will:

- Prepare for the Graduate's commencement by advising work area staff, organising accommodation (where applicable) and facilities (e.g. work station, computer access, telephone, security pass) and compiling documents which provide the necessary information to enable the Graduate to quickly acquire an understanding of their job, and the role and functions of their work area.
- At the beginning of the rotation, complete the Graduate's Career Conversation, which clearly defines the Graduate's agreed outputs, performance standards and development needs.
- Allocate ample time to monitor the development and performance of the Graduate to ensure that both Main Roads and the Graduate are receiving benefit from the Program.
- Recommend and organise required training activities, both formal and on the job (following the 70:20:10 model).
- Provide the Graduate with work challenges and opportunities to facilitate development and productivity.
- Ensure that the Graduate has the necessary skills and capabilities in safety prior to being assigned to field work.
- Meet with the Graduate on a regular informal and formal basis to review activities, progress and development needs.

The Role of Human Resources

The Workforce Development team will:

- Provide initial information on the Graduate to the Manager (developed through the recruitment process, including information on interview, informal chat and personal preferences).
- Provide continuous support to the Graduate and other stakeholders for the duration of the Program.
- Co-ordinate the Program and provide ongoing advice and information to all stakeholders.
- Assist the Graduate in adjusting to the organisation, including work issues of a general nature.
- Provide information on relevant training and development options.
- Liaise with the Graduate's Manager to receive updates on performance and capability development.
- Discuss rotations and advise the Graduate and Manager when a move to a different work location has been organised.

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- Provide appropriate work rotations and opportunities, through a managed development program, for the Graduate to gain the required technical, commercial, work readiness and leadership capabilities.

The Human Resources Business Partners will:

- Provide advice and assistance with planning and coordinating rotations across the Directorates.
- Liaise with business areas to discover business needs and priorities for permanent placements of Graduates.
- Work with the Workforce Development team to take a strategic resourcing approach to Graduate rotations and permanent placements.

Training and Skills Development

Over the course of your two (2) or three (3) year program, you will receive both professional and personal development training.

Corporate inductions will provide an insight into the varied and diverse areas of expertise within Main Roads. They will also provide an insight of what our programs are about through the experiences of our current graduates and the opportunity to meet our Corporate Executive and senior leaders.

Our structured learning program includes (but not limited) to the following professional development;

First Year Training:

- Professional Behaviour
- Cultural Awareness
- Mental Health Awareness
- Winning Presentation Skills
- Procurement
- Systems training (TRIM, Microsoft packages)
- Site Safety/ Industrial Theatre
- Basic Traffic Management Training
- Defensive Driver Training
- Writing for Government

Second and/or Third Year Training:

- Assertive Communication
- Contract Law & Administration
- Technical Report Writing
- Effective Leadership
- Introduction to Commercial Acumen

In addition to the above, you will have access to the Main Roads corporate training calendar and online training systems to enhance your technical, professional, and interpersonal skills.

Career Conversations & Reviews

Graduates are to complete a Career Conversation at the commencement of each rotation, in conjunction with their Line Manager. This, together with the Rotation Review form the basis for keeping track of behavioural and technical performance within the Development Employee program. This also provides a shared understanding for the Graduate and their Line Manager on their role, responsibilities, and contribution to the achievement of work area objectives. This will act as a performance management tool for the Graduate.

Completing and using the Career Conversation involves the following steps:

- Planning Meeting – at the beginning of a rotation the Development Employee and their manager discuss key outcomes, priorities, behaviours and development. This is noted in the Career Conversation by the Development Employee and signed off by the Manager.
- Performance Reviews:
 - The first review meeting is held at the half-way point of the rotation. The Development Employee will note progress on each objective set up at the planning meeting the career conversation.
 - The final review meeting is held at or near the end of the rotation.



Our Graduate Streams

All of our carefully developed graduate streams allow you to spend time immersing yourself in each team, understanding and utilising different systems and processes and become an integral part of exciting projects and developments. The program rotations are designed to give you a varied and diverse experience at Main Roads, supporting and guiding you to the area you feel most passionate about.

As a Graduate at Main Roads, you will gain hands on practical learning and experience across several specialist and operational areas.

Your contribution will benefit our stakeholders and communities and will be rewarding no matter what your involvement – whether it be your role on a research team, developing and/or implementing a new policy or procedure or making improvements to a process or system.

Business

Our Graduate Business program is a two (2) year rotational program, consisting of four (4) six-month rotations in the following business areas:

- Business/Administration
- Management

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- Finance Services
 - Procurement & Contracts
 - Management Review and Audit
 - Safety, Health and Wellbeing
 - Human Resources
 - Aboriginal Engagement

Your graduate program is tailored to you. Your rotations are planned based on your interests, skills and the business needs. We make the time and put in the effort to ensure that you are gaining experience in a number of areas, learning as much as possible about who we are as an organisation and why we do things, ensuring the best possible development for you and whilst maintaining a high level of service and quality to our stakeholders.

Environment

Our Environment graduates experience a three (3) year rotational program, with exposure to all facets of environmental management. Work and learn from passionate environmental specialists within a large, high performing and experienced team, undertaking various responsibilities in the following areas:

- project approvals at local, State and Commonwealth levels
- revegetation
- dieback management
- management of conservation significant flora and fauna
- on-ground environmental management
- environmental policy

Information and Communications Technology (ICT)

Our two (2) year rotational program will see you providing client support for ICT Service Delivery including network and telecommunications, Cyber Security, ICT Procurement and Business Support. You will get to focus in on key areas such as:

- ICT Business Analyst processes
- Business Integration
- Cyber Security
- Stakeholder Relationship Management

Communications

Our two (2) year rotational Communications program will provide you with hands-on participation in Strategic Internal and External Communications within our Strategy and Communications Directorate.

One day you might be driving our social media platforms, the next tackling a media or community issue for a large-scale bridge, road, or infrastructure project - no two days are the same!

Depending on your skills, strengths, and interests, you will spend a rotation in one or more (but not limited to) of the following areas:

- Internal Communications
- CONNECT

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- Stakeholder Engagement
 - Digital Communications
 - Major Project Communications

Spatial Science

Our three (3) year Spatial Science (GIS or Engineering Surveying) rotational program is primarily based in the Asset and Geospatial Information Branch (AGI) which is part of our Planning and Technical Services Directorate.

Our AGI team co-ordinates corporate road data and manages information system needs, responsible for the procurement, storage and provision of corporate road asset, network information and essential transport models.

The team also provides technical expertise advice in engineering and mapping surveying, geospatial technologies, geodesy, data management and contextual geographical information.

Depending on your skills, strengths, and interests, you will spend a rotation in one (but not limited to) of the following areas:

- Geographic Information Systems (GIS)
- Engineering Surveying
- Project Management
- Asset and Geospatial Information
- Data Planning
- Standards and Surveying

Data Analyst

Our Graduate Data Analyst program is one of our newest graduate programs. This two (2) year rotational program provides the opportunity to work with specialists in data science, statistics and research across the organisation.

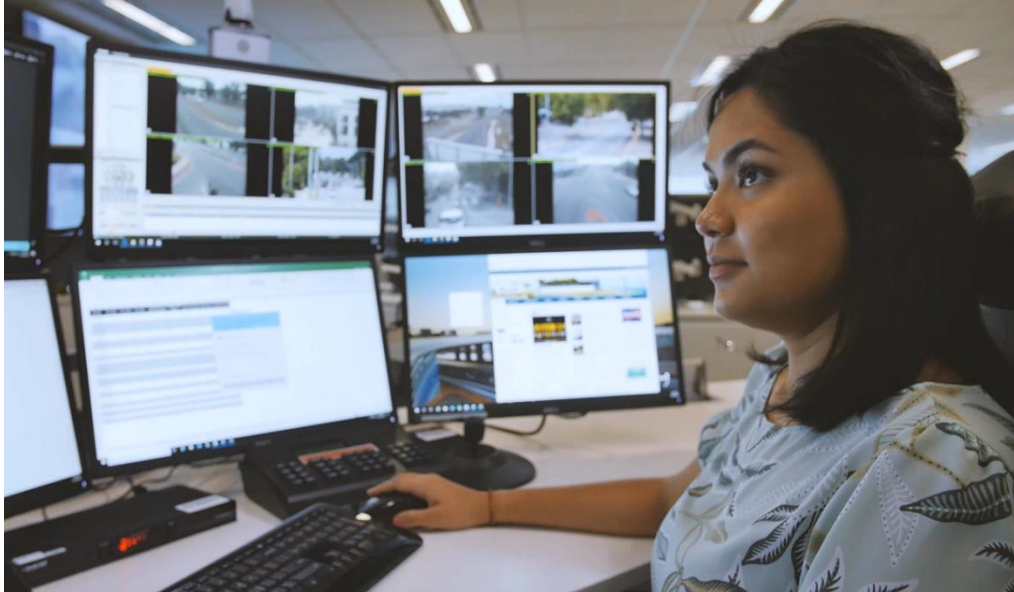
Learn how we monitor, assess, model and communicate road network safety and performance data to determine the effectiveness of road safety investments.

You will be learning and applying software analysis, modelling and refining your skills in statistical methodologies, evaluation, research, and data visualisation.

Expect to build strong working relationships with a range of stakeholders within Main Roads, the transport portfolio and other relevant agencies and organisations.

Depending on your skills, strengths, and interests, you will spend a rotation in one or more (but not limited to) of the following areas:

- Road Safety,
- Network Management,
- Network Performance and
- Transport Modelling.



Intelligent Transport Systems (ITS)

Our two (2) year Graduate ITS program is an exciting and rewarding program as our graduates get the chance to be involved in monitoring traffic and analyse real-time data. You will learn how ITS and technology are used to manage traffic flow, adjust traffic signals to optimise traffic flow and review traffic management plans to minimise impact on the road network.

While on the Program, you will learn and experience our traffic modelling methods and software to assess the impact of different projects, developments, and initiatives on the road network that directly contributes to better planning and operation of our roads.

A vital part to making informed decisions is presenting and reporting critical data that improves our road efficiency. You will be able to directly contribute to strategies that optimise safety and efficiency of our roads and identifying projects and initiatives that improve performance and impact on the community.

Depending on your skills, strengths, and interests, you will spend a rotation in one or more (but not limited to) of the following areas:

- Road Network Operations
- Traffic Modelling
- Network Performance Analysis
- Road Network Performance Management

Network Operations

Similarly to our Graduate ITS program, our Graduate Network Operations program is also a two (2) year rotational program, where you will make an impact by using Traffic Control Systems on a day-to-day basis to improve the efficient movement of people and freight, reduce travel delays, emissions, and the cost of travel.

You'll also be able to look towards the future and emerging technologies to further optimise the operation of the State's Road network and contribute to strategies that will ensure WA continues to lead the way in the development, deployment, and operation of transport systems and infrastructure.

Depending on your skills, strengths, and interests, you will spend a rotation in one or more (but not limited to) of the following areas –

- Road Network Analysis
- Traffic Signal Operations
- Road Network Performance and Operational Planning
- Real Time Operations

Electrical Engineering

Our three (3) year Graduate Engineer (Electrical) program will allow you to undertake the preparation of electrical projects related to our traffic systems and Intelligent Transport Systems (ITS). This includes assisting with trials, evaluation, and investigation and assisting our Road Network Operation Centre's (RNOC) hardware and software maintenance, operations, and procedures.

Examples of tasks and responsibilities you may undertake on the program include;

- Assisting with the scoping, development, design, delivery, and review of electrical engineering projects
- Contributing to the development, maintenance and improvement of project management processes and systems
- Assisting with the preparation of contract documentation and management of the contract tendering process.
- Supporting the management of contracts and contractors to ensure that works are completed to approved scope, budget, time, and quality.
- Reviewing and reporting on electrical assets such as traffic signals, lighting etc.

Depending on your skills, strengths, and interests, you will spend a rotation in one or more (but not limited to) of the following areas:

- Project Development
- Project Delivery
- Electrical Asset Management
- Electrical Standards
- Project Management – Road Network Operations Centre (RNOC)



Property Management

Our Graduate Property Management program is a two (2) year rotational program primarily located in the Transport Portfolio Land and Property Services (TPLPS) team. During your program you will learn about the application of relevant regulatory framework, and provide strategic advice and services in:

- Land tenure management
- Native Title and Crown Land
- Land acquisition for transport infrastructure
- Land disposal and urban planning
- Property Management and leasing

Working with Valuers, Surveyors and Property Managers within the TPLPS team, you will have the opportunity to understand and undertake:

- voluntary and compulsory acquisition processes
- Notices of Intention to Take & Taking Orders and statutory processes associated with compensation
- Correspondence related to land acquisition matters, instructions to land valuers for compensation purposes and request and review compensation valuations completed by land valuers.
- Low value/low risk land acquisitions with landowners
- Land development and land disposal processes
- Rezoning/redevelopment opportunities with Local Government Planning Departments
- Current market valuations

The team works closely with Department of Transport (in collaboration with the Department of Finance and Department of Communities) to deliver a range of accommodation, commercial leasing, and facilitation management tasks for our portfolio.

Construction Management

Our Graduate Construction Management program is a new and unique technical graduate program that will allow graduates to gain exposure and practical experience in project planning and development.

This two (2) year program is perfect for graduates with an interest in estimating, economics, budgeting, project investment and planning.

Our Construction Management graduates will be exposed to various estimating database platforms, systems and processes. You will also be able to assist in the assessment of contractor claims, be involved in managing the procurement of minor estimates through the estimating panel contract and develop a keen understanding of payment processes for construction projects.



Civil Engineering

Kick start your engineering career through our exciting three (3) year Graduate Engineer (Civil) program.

Get exposure to a range of civil engineering projects, learning from our best engineers. While on the Program you may assist with the:

- preparation of project plans (including procurement)
- preparation of design briefs, estimates, technical specifications and contract documentation and management.
- review of designs, assessment of tenders, control of project funds
- inspecting work progress and quality, and managing contractors
- design and construction of roads including pavements and surfacing
- assessment of road conditions
- identification of issues and developing remediation programs
- general management of projects
- Consultation, liaison and negotiation with stakeholders

Depending on your skills, strengths and interests, you will spend a rotation in one or more (but not limited to) of the following areas:

- Road Traffic Engineering
- Asset Management
- Project Development
- Project Delivery
- Structures
- Materials Engineering

This includes an exciting 12-month placement in one of our seven regional offices!

Engineering Associate

Our Engineering Associates are TAFE qualified graduates who have recently completed an Advanced Diploma of Civil and Structural Engineering or Civil Construction Design.

During this three (3) year rotational program, you will provide technical support to various asset management planning activities for roads and bridge work programs and assist with the co-ordination and management of a number of Main Roads projects - including assessing road conditions, identifying issues and co-ordinating remediation programs.

Our Engineering Associates are also involved in;

- conducting field and laboratory testing on a variety of materials (e.g. soils, concrete, and pavements)
- assisting with pavement and surfacing design.
- investigating solutions to traffic and road safety issues
- developing and reviewing designs to implement solutions and manage the delivery of improvements to the road network.
- assist in administering contracts, including audit and surveillance activities
- inspecting work progress and quality
- consulting and liaising with stakeholders (e.g., customers, the community, and contractors) on the development and delivery of projects and contracts.

Depending on your skills, strengths, and interests, you will spend a rotation in one or more (but not limited to) of the following areas:

- Asset Management
- Materials Engineering
- Road Traffic Engineering
- Project Delivery
- Project development

This includes an exciting 12-month placement in one of our seven regional offices!



Experience the Regions

As part of your Graduate Engineer (Civil) and Engineering Associate graduate programs, you will be placed in one of our regional offices for 12 months in your final year. This is a fantastic opportunity to get your hands on and be responsible for infrastructure projects and experience first-hand the impacts these projects have on local communities.

Region placements provide fast tracked development into leadership roles and involvement in vital major projects.

Completion of the Program

At the completion of the Program, Civil Engineering Graduates and Engineering Associates may be posted to **a region across the State**. The appropriate Human Resources Business Partner (HRBP) will assist the Workforce Development team to determine positions available for placement. A review of the Graduate's rotations, and positions available across the organisation, will be conducted when identifying the placement. The Graduate will work with the Workforce Development Team to understand suitable availabilities. At the completion of the Program, positions will be identified for permanent appointment.

It may not be possible to ensure that this placement is in a metropolitan location. Human Resources will discuss career goals and preferences with the individual; however, it may not be possible to satisfy Development Employees preferences in all instances.

More information

Learn more about our programs and opportunities we provide for recent university or TAFE graduates and entry level career paths on offer through our Graduate & Students portal:

<https://www.mainroads.wa.gov.au/about-main-roads/working-with-us/students-and-graduates/>

If you have any questions, please contact Tammy Watson, Workforce Development Consultant on (08) 9323 6131 or email careerpathways@mainroads.wa.gov.au

