



### Essential Functions Body Administrator

#### Responsibilities and Duties

- To prepare and issue the Iarnród Éireann Working Timetable based on submissions received from Railway Undertakings
- Train path allocation responsibility, including both the definition and the assessment of availability and the allocation of individual train paths, and decision-making concerning infrastructure charging, including determination and collection of charges and long and short-term planning interface with RU's
- To assess Iarnród Éireann network capacity based on allocated train paths
- To administer the protocol with IE Infrastructure Manager regarding Ad hoc train path requests
- To liaise with Iarnród Éireann Infrastructure Manager regarding train path allocation safety
- To help determine the variable Iarnród Éireann Track Access Charge for publication in the Iarnród Éireann Network Statement
- To administer the Iarnród Éireann track Access Charging regime on behalf of Essential Function Body

#### Work Relationships

Reports to:

- CIÉ Essential Function Body

Works with:

- Iarnród Éireann Infrastructure Manager
- Railway Undertakings licensed to operate on the Iarnród Éireann Network
- Commission for Railway Regulation

#### Experience and Competencies

Essential:

- A proven track record in railway operations and management
- Operational planning ability
- Effective problem solving, analytical and decision-making skills
- Proven leadership with an ability to build relationships across functions
- Effective delegation and communication skills

#### Qualifications and Certifications

3<sup>rd</sup> Level Qualification in Railway Operations Management or working towards this qualification.

#### Salary

CIÉ Executive Scale A68, €63,117.45 to €68,805.43 (6-year scale)