



SYDNEY TRAMWAY MUSEUM

POSITION DESCRIPTION FOR OBSERVER

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1.1	28/05/2020	Changed the document number from STM6132

Approved by **Signature & Date**

3. Distribution List

Position	Date	Location of Documents
Rail Safety Manager		Original held on GOOGLE secure Website
STM WEB SITE		Updated regularly and put onto the STM Web site.
STM Office		STM Office Computer
STM Office		STM Office cupboard

SYDNEY TRAMWAY MUSEUM

POSITION DESCRIPTION

Position title

Business Unit

Observer on Trams

Traffic Department

General

Applies to those members who are authorised by the Board to be an Observer on any of the Society's trams or other vehicles.

The Observer will monitor the tram driver to ensure that he/she is currently capable of driving the tram and performing the duties safely and correctly.

On some trams the Conductor may also be the Observer.

Person must be able to read, write, and communicate clearly in English.

Main Responsibilities of the position

The main responsibilities and duties of this position are:

- Be in a position close to the driver to monitor the performance of the driver so as to be able to take control of the tram in the event of collapse or other apparent loss of capacity on the part of the driver;
- The Safety of the Public shall be the first and most important duty of every Observer;
- To read the Tramway Traffic notice board prior to commencing each shift to ascertain any special or altered requirements related to that shift;
- For the safe running of the tram by ensuring the driver is properly operating its mechanism and following the operating procedures including securing the tram;
- Ensure that the Driver is constantly alert to detect unexpected events and respond appropriately and responds to signals at the Princes Highway level crossing;
- For ensuring that the driver has correctly secured the driving equipment and on leaving the tram must ensure that all such equipment are remove and stow in a secure place;
- When on duty, ensure that the driver has secured the tram properly against any movement;
- To ensure that the driver is keeping the tram, whilst running, under such control as will enable it to be stopped clear of other trams or other obstructions in advance;
- Assist in emergency evacuation of passengers to the ground; and
- The observer should work in harmony with the tram driver.

Qualifications and Experience

Members:

- Who have reached the age of 19 and passed the required Driver training and examinations;
- Who have currently passed the required health checks;
- Is a financial member or friend of the Museum; and
- Good physical and psychological health in order to maintain vigilance when driving or observing so as to protect the safety of the tramline.

APPROVED

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NAME

DATE

SIGNATURE