Position description

Feasibility Manager

Position title	Feasibility Hub Manager
Position number	201310
Classification level	F
Position type	Fixed Term
Group	Innovation, Assets Optimisation and Technology
Division	Office of the Chief Executive
Reports to	Executive General Manager Innovation, Assets Optimisation and Technology
Usual place of work	1010 La Trobe Street, Docklands
Date	Indicative ~Aug 2026
Conditions	Full time 12 month fixed term
End date (if fixed term)	Indicative ~Aug 2027

Our organisation

VicTrack owns Victoria's rail transport land, assets and infrastructure. As a commercially focused government agency delivering for Victoria, we work to protect and grow the value of the portfolio, to support a thriving transport system and make travel and living better for all Victorians. With much of our asset portfolio dedicated to rail transport – our land, infrastructure, buildings and telecommunication networks – our focus is on strategic asset management and supporting the delivery of better transport solutions.

Whether we're planning and managing the use of transport land, upgrading the telecommunication network or partnering on major infrastructure projects, our job is to ensure the state's assets continue to serve Victoria now and well into the future.

Our business is made up of specialist groups including Innovation, Assets Optimisation & Technology, Property and Telecommunications. These are supported by groups that provide strategic, financial and operational services to the organisation.

About the group

This position is based in the Innovation, Assets Optimisation and Technology (IAOT).

As the organisation's innovation centre of excellence, IAOT creates and scales new commercial opportunities and strengthens data capability setting strategic direction for digitisation, performance, and long-term value across the broader transport ecosystem. It also acts as an advocate for VicTrack's role across whole of transport for strategic assets and information, enabling improved decision-making and coordination.

About this position

Reporting relationships

The Feasibility Hub Manager reports directly to the EGM Innovation, Assets Optimisation and Technology.

Delegations / Budget

The role holds financial delegations as approved under VicTrack's Delegations of Authority, including as it relates to capital expenditure, operating expenditure, contracting and contract management. The role is responsible for reviewing business case proposals of up to $100m (CAPEX / OPEX / REVENUE).

Purpose of the position

The Feasibility Hub Manager role sits within the Innovation, Assets Optimisation and Technology (IAOT) Group and forms part of VicTrack's new capability established to support the identification and development of new revenue-generating opportunities.

This role is responsible for applying commercial and analytical discipline to assess opportunities from early concept through to investment decisions, building a clear, evidence-based view of viability, value potential and risk.

The role will also work closely with relevant delivery groups, including Property and Telecommunications as well as enabling groups such as Finance, Procurement and Assurance, including the PMO to gather data, insights and operational input to inform assessments.

The role plays an important part in contributing to the IAOT Group's objective in enabling VicTrack to grow revenue and public value by better leveraging its assets, capabilities, and position across transport, government, and emerging markets.

Key accountabilities/functions

Position accountabilities

1. **Leadership, collaboration and innovation:** Model expected behaviours and values of a high-performing organisation, foster trusted cross-functional relationships, and champion innovation and continuous improvement to improve outcomes and organisational performance.
2. **Enterprise collaboration and building trust**: Actively champion and model ways of working that supports organisational outcomes and strengthens cross functional ways of working; foster and maintain high trust relationships between teams, peers and stakeholders that contributes to a culture that supports organisational performance and delivery.
3. **Commercial and financial analysis:** Apply structured commercial and financial analysis to support the assessment of revenue opportunities, contributing to the development of a

clear, evidence-based view of opportunity viability, value potential, and investment considerations.

4. **Data-driven decision support**: Gather and interpret relevant data, financial inputs, and market insights to inform assessments, ensuring outputs are grounded in credible evidence and support robust, defensible decision-making.
5. **Stakeholder engagement and collaboration:** Work collaboratively with delivery groups and internal stakeholders to source information, validate assumptions, and incorporate operational insights, enabling a well-rounded understanding of opportunities to support the business to progress approved revenue streams.
6. **Feasibility process support and discipline:** Contribute to the effective operation of the Feasibility Assessment Process through the development and application of agreed frameworks, maintaining consistency in approach, and supporting timely and structured progression of opportunities.
7. **Risk awareness and assessment:** Identify and highlight key risks, dependencies, and constraints associated with opportunities, supporting a balanced understanding of both value potential and delivery considerations.
8. **Clear communication and documentation:** Prepare concise, structured outputs, including regular reporting, that clearly articulate commercial, financial, and analytical findings, assumptions, and insights to support stakeholder understanding and decision-making.
9. **Continuous learning and capability development:** Contribute to the ongoing refinement of tools, templates, and ways of working, supporting the maturation of the Feasibility Assessment Process over time.
10. **Other duties:** In line with Section 31A of t*he Public Administration Act 2004* (Vic) other duties may be assigned consistent with employment classification, skills, and capabilities.

Key selection criteria

1. **People leadership and cultural capability**: highly developed leadership and people management skills fostering a high performance culture aligned to common vision, including modelling expected behaviours; ability to lead stakeholder groups in a dynamic environment, encourage innovative ideas, build trust, provide support, and foster a positive and collaborative organisational culture.
2. **Working collaboratively and building trusted relationships**: demonstrated ability to build a culture of collaboration across organisational teams; looks for and facilitates opportunities to collaborate with internal and external stakeholders; and actively identifies and overcomes barriers to collaboration and engagement in a constructive and empowering manner; builds trust through consistent actions, values and communication.
3. **Performance**: experience driving and delivering high-quality outcomes and priorities that meet expectations of senior executives and; other key stakeholders. Consistently translating organisational priorities into clear delivery plans, managing risk and resource constraints, and driving measurable results in a complex and dynamic environment.
4. **Commercial and financial acumen**: demonstrated ability to apply commercial thinking and financial analysis to assess potential revenue opportunities, including understanding revenue drivers, cost structures, and value creation. Ability to interpret financial information and develop informed, practical insights to support decision-making.

Experience developing and interpreting commercial models or structured analysis (including scenario and sensitivity analysis), with the ability to translate outputs into clear insights and implications for stakeholders.

5. **Analytical thinking and problem solving:** Strong analytical capability with the ability to break down complex problems, identify key drivers of value, and develop structured, logical approaches to assessing opportunities. Ability to work with incomplete information and apply sound judgement.
6. **Data literacy and evidence-based decision making:** Experience sourcing, interpreting, and synthesising financial and commercial data from a range of inputs (internal, external, and market sources) to develop well-informed, evidence-based insights. Ability to assess quality of data and clearly articulate assumptions and limitations.
7. **Stakeholder engagement and influence**: Demonstrated ability to engage effectively with a range of stakeholders to gather information, test assumptions, and build shared understanding. Ability to communicate complex commercial and financial concepts in a clear and accessible way.
8. **Structured communication and reporting:** Strong written and verbal communication skills, with the ability to present analysis, insights, and recommendations in a clear, concise, and structured manner for a range of audiences, including senior stakeholders.

Customer focus

VicTrack staff practise customer focus by recognising the importance of valuing customers (internal and external) and ensuring that all activities are oriented towards meeting customer needs. We listen to customers about their expectations and focus on delivering solutions that address their needs. Customer focus also includes proactively seeking and acting on feedback to enhance the customer experience.

Safety and environmental responsibilities

Ensure safety and environmental instructions are adhered to and report any inappropriate practices and incidents. Comply with the *Occupational Health and Safety Act*, as it applies to self, tenants and customers, and environmental legislation in regard to preserving the environment.

Rail safety

All staff who may be required to come into contact with rail activity, including design work and the management of other staff, must:

- be responsible for their actions where those actions can in any way affect or compromise railway safety
- be aware of the railway safety requirements associated with their duties and responsibilities
- take whatever action is possible to prevent unsafe conditions and/or incidents
- report any railway safety problems/hazards to your line manager and the Health & Safety team
- safely access the rail corridor.

Individual attributes

Qualifications and experience

1. A degree in a relevant discipline such as Commerce, Finance, Economics, Accounting, Business, Engineering, or a related field (mandatory)
2. Experience in infrastructure, property, telecommunications, government, or regulated environments (mandatory)
3. Demonstrated experience in a commercial, financial, or analytical role (mandatory)

Interpersonal and other features

Internal relationships

- All VicTrack employees

External relationships

- All VicTrack customers
- Vendors and/or suppliers

Ordinary hours of work

Ordinary hours of work are Monday to Friday between 6:00am and 6:00pm.

Why work for VicTrack?

Our mission

To protect and grow our rail transport assets and drive reinvestment to service Victorians now and into the future.

Our vision

Working at VicTrack provides people with the opportunity to contribute to creating thriving places and connected communities for all Victorians. Some of the benefits that we provide our people are listed on our website and can be accessed via: Careers at VicTrack

As a part of the transport portfolio, we share a common vision as defined in the *Transport Integration Act 2010*: “To meet the aspirations of Victorians for an integrated and sustainable transport system that contributes to an inclusive, prosperous and environmentally responsible state”.

In realising this vision, we are working towards a transport system that promotes:

1. social and economic inclusion
2. economic prosperity
3. environmental sustainability
4. integration of transport and land use
5. efficiency, coordination and reliability
6. safety, health and wellbeing.