

Goulburn-Murray Water Position Description

Specialist Electrician – Position Number IDS423

Role Purpose	
The role is located within the Infrastructure Delivery Services (IDS) which is responsible for the delivery of capital & maintenance programs of GMW's infrastructure and assets.	
The Electrician's role is primarily responsible for the ongoing maintenance and technical support of all Electrical Assets within GMW's assets infrastructure.	
Reports to (title)	Electrical Team Lead
Classification / Band	Band C (ELC) (in addition rostered standby and overtime paid as worked)
Allowances	GMW Mobile Phone; Business Use Ute
Employment Status	GMW considers every role flexible where this can still deliver the required business outcomes.
Location	Kerang (West Area of GMW)
Position Contact	Paul Jardine – Electrical Team Lead (West) 0439 318 602
Key skills, Qualifications & Experience required	<p><u>Mandatory</u></p> <ul style="list-style-type: none"> - Electrical A Grade Licence with +5-10 years post qualification industrial experience - Proficient levels of knowledge of Electrical Control and SCADA systems - Ability to inspect and identify faults in electrical assets, and undertake repairs to damaged equipment - Knowledge and ability in the maintenance of instrumentation, programmable logic controllers (PLC), remote telemetry units (RTUs), telemetry and radio systems, and associated programming applications. Experience with systems such as SCADA, MOTOROLA, Allen-Bradley and/or equivalent - Knowledge of contemporary electrical wiring regulations and standards, including PID's <p><u>Desired</u></p> <ul style="list-style-type: none"> - Knowledge in Autodesk Electrical CAD will be advantageous - Certificate in Vibration Analysis (CAT1 or higher) will be advantageous - Cert 3 or 4 in instrumentation or instrumentation and control will be advantageous - Building Management Systems experience
Other Requirements	Police check Australian Drivers Licence Australian Working Rights Medical assessment including audiometric and vision test Construction Whitecard
Approver/Approval Date	Sophie Riddell Manager HR Business Partnering, 30/9/2020

Key Result Areas	Key Responsibilities	KPIs
All of GMW Electrical Assets including Pump stations, Regulators, Metering Outlets, Dams, Storages and Communications Network Maintenance	<ul style="list-style-type: none"> • Perform and complete asset inspections, condition monitoring and asset condition assessment in a timely manner • Operate and maintain electrical and automated equipment in accordance to requirement and procedures • Carry out fault finding, scheduled/unscheduled maintenance of electrical and automated assets and electrical/electronic equipment and instrumentations • Assist in the development of preventative maintenance routines on electrical installations and control systems • Provide cost estimates and forecast information on material, plant and labour requirement in relation to maintenance work 	<ul style="list-style-type: none"> • Scheduled maintenance completed on time • Unscheduled maintenance completed with full resolution • Correct Faults reporting, identified and rectified, returning asset to operational condition • Report, jobs and tasks completion submitted on time • Preventative maintenance routines in place and carried out on schedule • Accuracy in cost and work estimation

	<ul style="list-style-type: none"> • Prepare, interpret and report errors technical drawings, standards and specifications in accordance to contemporary electrical wiring relations and standards 	<ul style="list-style-type: none"> • Positive feedback from Stakeholders, Leads and Coordinator/s
Electrical Engineering	<ul style="list-style-type: none"> • Coordinate internal and external resources to execute a wide range of electrical and related engineering works and specialist services • Assist and support in GMW's asset investigation, inspections and design ensuring good practice in engineering and technical standards of operations and maintenance 	<ul style="list-style-type: none"> • Report, jobs and tasks completion submitted on time • Positive feedback from Stakeholders
Technical Advice and Training	<ul style="list-style-type: none"> • Prepare, organise and ensure adequate information on electrical installation, instruction and training is provided to staff for new equipment, process development and OH&S • Prepare, document and deliver technical training to other staff 	<ul style="list-style-type: none"> • Operations staff receive technical information and training to enable them to operate asset / equipment • Positive Feedback from operation
Stakeholders	<ul style="list-style-type: none"> • Maintain effective relationships with stakeholders by responding to their requirements in a timely manner 	<ul style="list-style-type: none"> • Positive feedback from Stakeholders • Requirements clearly communicated to Lead /Supervisor
Supplier Liaison	<ul style="list-style-type: none"> • Liaise with External Suppliers and Service providers 	<ul style="list-style-type: none"> • Positive feedback from external suppliers • Issues resolved 'at source' so as to avoid operational impact
Continuous Improvement	<ul style="list-style-type: none"> • Contribute to continuous improvement activities via cross functional teams delivering outcomes according to established standards and guidelines • Recommend changes and improvements to assets and operating procedures 	<ul style="list-style-type: none"> • Suggestions for improvements in equipment and procedures submitted to management

Note: Other duties and responsibilities may be required as reasonably directed

Mandatory Key Result Areas for all GMW positions

Safety	<ul style="list-style-type: none"> • Comply with all GMW OH&S standards, policies and procedures • Contribute to the continuous improvement of HSE systems by consulting with staff and passing on recommendations to improve the system to the HSE Team 	<ul style="list-style-type: none"> • Investigate and close out incident and hazard reports on time • Workplace inspection findings corrected • Internal Audit finding actions corrected • All staff mandatory training completed • Safety meetings conducted with actions completed
Policies	<ul style="list-style-type: none"> • Adhere to GMW policies and procedures • Stay up-to-date on all GMW policies • Ensure all GMW policies are promulgated and adhered to • Advise on potential changes to policies as required by local conditions • Ensure all policies are communicated to, and understood by, the team 	<ul style="list-style-type: none"> • Audit results (internal) • Numbers of issues escalated through team not adhering to policies

Key Relationships

All GMW employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

Internal

External

<ul style="list-style-type: none"> • Water Delivery Service – Operations Managers and their team members • Water Storages – Operations Managers and their team members • Project Delivery • Strategy and Services Planning • Business and Finance - Facilities • Connections Projects – Project Managers 	<ul style="list-style-type: none"> • (NA – Most engagement are done through other team unless specifically instructed)
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Behaviours and Values

All employees are required to demonstrate GMW’s values through their work and their dealings with internal and external customers. Behaviours must also align with the values and with GMW’s strategic outcomes below:

Safe, skilled, engaged people

Contribute to a safe, inspiring and diverse workplace where learning is encouraged and your team feels supported. You openly demonstrate the vision and values of GMW through your own behaviours.

Satisfied customers, trusting partners

Exhibit at all times a customer-first attitude and you are focused on delivering outcomes that meet the needs of our customers, stakeholders and communities. You deliver solutions in response to customer and operational issues.

Sustainable business, viable customers

Take ownership for delivering affordable and sustainable water services through the decisions you make every day and take responsibility for ensuring ongoing business efficiency. You operate with a sense of urgency at all times and you consistently prioritise your work to meet the ongoing, and sometimes changing, needs waterof our business.

Water security and other water values are recognised

Comprehend the regulatory framework under which we operate and the importance of meeting our obligations. You understand the role that water plays in the sustainability of our region and actively seek out opportunities that will secure water for our future.

Innovation, data and technology driven services

Uphold the integrity of all GMW processes and systems by contributing to a continuous improvement lifecycle. You ensure that all decisions are informed by accurate and complete data & information.

