

MELBOURNE WATER POSITION DESCRIPTION

OFFICIAL

Operations Technical Specialist (High Voltage)

REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Manager, ETP Operations	This role has 0 direct reports
THIS ROLE EXISTS TO: (PURPOSE)	
<p>The Operations Technical Specialist (High Voltage) is a technical leadership role in a multi-discipline team that monitors plant electrical performance, contribute to a safe working environment for capital or maintenance works to ensure compliance with Melbourne Water, legislative and ESV requirements.</p> <p>The role provides Specialist Technical Leadership in Electrical and High Voltage practice and has accountability as a Member of the Melbourne Water High Voltage Community of Practice to support the effective implementation and improvement of the High Voltage Procedure, Arc Flash Management Plan and The Blue Book Code of Practice at ETP.</p>	
KEY ACCOUNTABILITIES:	
<ul style="list-style-type: none">• Lead the planning and implementation of all High Voltage related works at ETP including Outage Planning, Operations, Maintenance Isolations, Network Switching and Commissioning.• Development and review of standard operating and isolation procedures.• Investigate operations and electrical asset performance related shortfalls or other related issues and develop solutions to those shortfalls, including non-infrastructure options.• Prepare permits to work, isolate necessary energy sources and issue electrical permits using Melbourne Water procedures • Development and implementation of efficiency and/or risk reduction improvement programs/projects.• Complex problem solving and provision of technical leadership.• Deliver financial sustainability through efficient and effective participation in planning and commissioning activities related to capital investment and ensure agreed outcomes are achieved.• Provide technical leadership to optimise performance of existing assets and systems during transition and commissioning of capital works programs.• Mentor and develop personnel in high voltage operation and the safe application of high voltage practice.• Be the site contact and liaise with the external electricity network operator and internal maintenance service provider as required for planned and unplanned works and isolation requirements at the site interface point• Work closely with Melbourne Water’s Service Providers to facilitate delivery of electrical maintenance and capital works in a safe and efficient manner while meeting production objectives• Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.	

Job level: EA Level 7
Assessed by: People Hub
Date Assessed: October 2023
Last reviewed date: August 2022

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RESPONSIBILITIES	KPIs
<ul style="list-style-type: none"> Develop, review, update and approve electrical operating protocols, procedures and contingency plans and performing roles in incident management. Support whole of ETP High Voltage system network oversight and identify opportunities for strategic improvement Lead role in providing authoritative advice and guidance to ETP Operations Team and Works Delivery regarding HV operational priority and outage management. Co-ordinate incident debriefs, provide technical advice as necessary, monitor completion of corrective actions and share learnings as required. <p>Provide operational and technical input to HAZOP, HAZID and CHAZOP assessments as necessary.</p> <ul style="list-style-type: none"> Undertake reviews of all electrical related ETP functional requirements and work with Service and Asset Life Cycle and Service Futures groups to ensure operational concerns are clearly addressed and provide specific ETP Operations advice for capital projects. Undertake reviews of all commissioning plan documentation to ensure commissioning activities demonstrate the Functional Requirement outcomes have been achieved. Participate in identifying critical hold points in projects and participated in FAT and SAT activities. 	<ul style="list-style-type: none"> Facilitation and optimisation of electrical maintenance activities to achieve agreed levels of service Future focus input in the ETP Operating and Automation plan Achievement of agreed Performance Plan strategic objectives Generative zero harm culture and safety leadership. Contribution to constructive team culture. Achievement of agreed team goals and outcomes. Operators achieve and maintain HV authorisation and competency
SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:	
<ul style="list-style-type: none"> Demonstrated practical knowledge of electrical infrastructure, including high voltage networks. Demonstrated knowledge and experience working in a production environment is desirable An understanding of complex and large scale engineering project implementation, delivery and commissioning activities to reach the design level of service for electrical systems in a production environment. Application of strong technical and analytical skills, including under emergency conditions. Possess highly developed skills in electrical protection system, and have the ability to analyse and interrogate data to identify and implement appropriate solutions. Ability to build and maintain constructive relationships with internal and external stakeholders. Demonstrated ability to work in a systematic, well-organised way to complete tasks according to established procedures. Demonstrated ability to communicate, influence and work with people from different backgrounds, resolve differences and achieve positive outcomes in a professional and most constructive manner. Demonstrated ability to show initiative across all day to day and emergency situations. Demonstrated strong operational and maintenance planning knowledge and experience across High Voltage 	

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KEY RELATIONSHIPS:

All Melbourne Water 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

- ETP, WTP, Water and Sewerage Transfer Operators
- Works Delivery
- Service Futures
- Service And Asset Lifecycle
- Capital Delivery
- People and Transformation

EXTERNAL

- Work Safe Victoria, Electrical Safety Victoria, ,
- Emergency Services including Fire Rescue Victoria
- Power Authorities, United Energy
- Service Delivery Partners, including Programmed Facilities Management, capital delivery contractors

SALARY RANGE:

- EA salary level OR
- Melbourne Water reserves the right to remunerate people according to their ability to perform the functions of the role based on their qualifications, skills and experience.

OTHER COMMENTS:

This role requires the following:

- Extensive experience and expertise gained through previous positions
- Technical qualification in electrical discipline or relevant trade experience
- High Voltage Operations qualification
- Pre-employment Health Assessment
- Victorian Driver's License
- After hours availability

Location: Eastern Treatment Plant, Thompsons Rd, Bangholme

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