MW ROLE MANDATE - Technical Leader

Position	**Specialist Service Planner (Dams)**	**Reports to**	**Manager Service Programs Water Harvest &Transfer**				**Group**	**3**
Division	**Service & Asset Lifecycle**	**Span of Control**	Direct Reports:	0	Indirect Reports:	0	**Grade**	**16**

Role Purpose

The Specialist Service Planner (Dams Programs) is accountable to the Manager Service Programs Water Harvest & Transfer for developing and reviewing medium to long term programs of work across the dam safety portfolio in collaboration with the Principal Dams Engineer and other internal and external stakeholders.

Measures of success

Time focus: *(see detail over page)*

5% Influencer 5% Strategist
45% Contributor 45% Driver

Key individual accountabilities

Under limited supervision:

- Develop and review surveillance regimes and respond to, analyse and interpret collected data and physical observations and queries from field staff to determine performance and potential emergency alert levels for dams and other asset classes.
- Monitor and report on compliance with Regulatory and duty of care obligations for dam safety including management of risk profile data, emergency response plans, operations and maintenance and surveillance/performance status.
- Develop and review medium to long term programs of work across the Headworks portfolio in response to improving understanding of dam safety risk profiles, changing industry practice, societal expectations asset condition and delivery of services. Budget management, scheduling and forecasting of capital works until projects are handed over to delivery.
- Monitor and develop maintenance strategies for assets within the headworks portfolio
- Manage consultants through project investigations, analysis, risk assessments and project development stage including design
- Investigate and develop business cases for large risk reduction, renewals and service improvement projects across the Headworks portfolio to balance risk, service delivery and whole of lifecycle cost
- Develop and maintain Asset Management Plans (AMPs) and Dam Safety Management Framework in collaboration with the Principal Dams Engineer and other key stakeholders.
- Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.

Qualifications & Experience

- Tertiary degree in civil or mechanical engineering or similar field
- Active engineering registration in a related discipline is required.
- Extensive experience and knowledge of dam safety management principles.
- Extensive understanding and experience in dam safety management principles and the Regulatory environment in Victoria.
- Extensive experience in program planning / management.

Key shared accountabilities

- **Our People:** *Engagement Scores, NNWW, role model MW values & behaviours*
- **Financial Sustainability:** *Overall MW Budget and Business plan (where applicable)*
- **Customer and Community:** *Divisions internal NPS score as a service; Overall MW Customer Satisfaction and Reputation Scores (where applicable)*
- **Safety Leadership:** *Understand and follow the processes and procedures in line with our Integrated Management System (IMS)*
- **Vision and Purpose:** *Communicates and inspires a team vision that drives alignment & commitment to MW Vision & Strategy*
- **Risk:** *Ensures proactive oversight, governance and assessment of risk management consistent with the Risk Management framework.*

Technical capability

- Understanding and some experience in dam safety aspects relative to retarding basins.
- Experience in managing infrastructure assets.
- Experience and knowledge of good practice in either asset management, project management or asset planning processes, risk assessment and management techniques.
- Strong financial and commercial acumen skills

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Decision Rights – owns	Decision Rights - influences	
• Implementations of engineering design review outcome recommendations • KPI's associated with project deliverables and timeliness i.e. project key milestones • Distribution of work to service providers • Development of business cases and keeping program OPEX and CAPEX forecasting current. • Project financial management • Change Management Process	• Corporate Technical Guidelines • Dam safety strategic framework • Team technical training • Project development and process compliance • Creating business cases and keeping program forecasting current	• Proficiency in the use and application of Asset Management systems (e.g. MAXIMO, Project Online, Microsoft 365, etc.) • Ability to critically explore and analyse solution options and associated financials (e.g. NPV, construction estimates)

Time Focus			
Influencer	**Strategist**	**Contributor**	**Driver**
• Influence change across your team and the organisation to accelerate strategy execution, mindset change and accountability. • Build strategic relationships across the organisation and relevant external markets (peers, partners, govt.). • Support business leadership	• Position your team and the organisation for the future (Future Focus), using foresight for innovation • Development of medium to long term programs for dam safety risk management/reduction.	• Contribute to achieving team and business goals • Implement a high standard of project management and technical skills in delivering business and community outcomes on highly complex projects • Contribute to knowledge sharing and development of less experienced colleagues in the understanding of our AMIS systems. • Contribute to achieving KPIs as set out in MW business plan • Contribute to the technical capability and development of the team	• Focus on efficient operation of business, ensuring risk, compliance and customer outcomes are delivered. • Driving operational effectiveness, process improvement, achieving capital spend targets, and ensure consistent audit outcomes

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