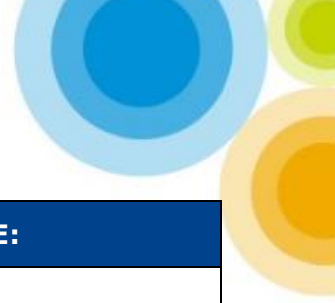


# MELBOURNE WATER POSITION DESCRIPTION OFFICIAL

## Senior Asset Manager



REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Project Manager	This role has 0 direct reports.
THIS ROLE EXISTS TO: (PURPOSE)	
<p>Provide Asset Manager expertise to support the Project Manager in applying best practice asset management to complete information gap analysis, consequence and risk assessments, asset registration process and develop the maintenance programs for developer constructed retarding basins and levee bank assets aligned with industry good practice and ANCOLD (Australian National Committee on Large Dams) and Regulatory requirements.</p>	
KEY ACCOUNTABILITIES:	
<ul style="list-style-type: none"> <li>• Support the Project Manager by:                             <ul style="list-style-type: none"> <li>○ Providing expert advice and technical direction in developing and applying management regimes that will assess and understand risk, condition and function of developer constructed retarding basins and associated assets.</li> <li>○ Developing, applying and communicating relevant approaches for prioritising the maintenance program for developer constructed retarding basins and associated assets.</li> <li>○ Assessing and reporting on retarding basin and associated asset performance, service capability and risk relative to MW and industry good practice (ANCOLD).</li> </ul> </li> <li>• Contribute to a positive team culture, consistent with Melbourne Water’s behaviours.</li> <li>• In delivering all accountabilities, strive for a generative safety culture, taking care of own and colleague’s health and safety through active identification, elimination and management of safety risks.</li> <li>• Build and maintain positive customer and stakeholder relationships.</li> </ul>	
KEY RESPONSIBILITIES	KPIs
<p><b>Asset Management</b></p> <ul style="list-style-type: none"> <li>• Provide expert understanding of the:                             <ul style="list-style-type: none"> <li>○ Inherent design, condition and risk of RB assets relative to industry good practice (ANCOLD Guidelines).</li> <li>○ performance of RB assets and their service capability / risk to service.</li> </ul> </li> <li>• Complete the asset registration process in line with the relevant Melbourne Water procedures</li> <li>• Contribute to the review of requisite standards and management regimes to manage RB assets.</li> </ul>	<ul style="list-style-type: none"> <li>• Our people are recognised as world leaders in Asset Management and Maintenance through industry benchmarking.</li> <li>• Successful implementation of the intent of Melbourne Water’s Asset Management Strategy as it relates to RBs and levees.</li> <li>• Agreed and improved developer RB delivery processes to ensure the design and construction of well-engineered assets in line with industry good practice.</li> </ul>
<p><b>Customer Service and relationship management</b></p> <ul style="list-style-type: none"> <li>• Understand customer needs and provide progressive and timely solutions.</li> <li>• Build strong and productive relationships.</li> <li>• Influence others to pursue a course of action.</li> <li>• Contribute to a positive team culture.</li> </ul>	<ul style="list-style-type: none"> <li>• Reputation survey results</li> <li>• Act in accordance with the agreed Melbourne Water and team behaviours.</li> </ul>

# MELBOURNE WATER POSITION DESCRIPTION

OFFICIAL

## Senior Asset Manager



### Generative Safety Culture

Support team leadership in proactive Health and Safety Leadership and in addition to a personal commitment to generating a safety culture and to involving other team members in team health and safety plans.

- Contribute to the team's Health and Safety plan managed safety initiatives.

### SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Experience in relevant aspects of RB and dam safety management processes and engineering principles
- Experience in developing effective networks in a diverse and complex multiagency delivery environment.
- Experience working with asset management processes and procedures.
- Experience working in dams asset management and familiarity with the ANCOLD guidelines as applied to retarding basins a bonus
- Good problem solving and analytical skills which adds value to business and customers.
- Proven communication and negotiation skills.
- Extensive coordination, prioritisation and time management skills to deliver on long-term objectives while managing day-to-day challenges within tight timeframes and work unsupervised.
- Proven judgment working in a complex and multi-agency environment.
- Demonstrated ability to effectively communicate verbally and in writing with all stakeholders and to prepare and deliver information to an audience in a professional manner.
- Demonstrated experience in supporting a healthy, safe and supportive work environment
- Demonstrated commitment to self-awareness, self-reflection and ongoing personal development.

### 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

- Service Programs – Healthy Waterways
- Service Delivery – Waterway and Catchment Services & Operations
- Customer and Strategy
- Service Futures
- Safety

#### EXTERNAL

- Local Government
- Department of Energy, Environment and Climate Action
- Parks Victoria

### SALARY RANGE:

- EA Salary Level 7

# MELBOURNE WATER POSITION DESCRIPTION

OFFICIAL

Senior Asset Manager



## OTHER COMMENTS:

This role requires the following:

- Understanding of asset management principles.
- Tertiary qualification in Ecology/Biological Sciences/Natural Resource Management, engineering or related technical discipline.
- Victorian Driver's License.

Location: 990 Latrobe St, Docklands

Job level: EA 7

Assessed by: People Hub

Date Assessed: August 2024

Last reviewed date: August 2024

HR TEM Position Description

Doc ID: 67591670

Approved July 2024

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