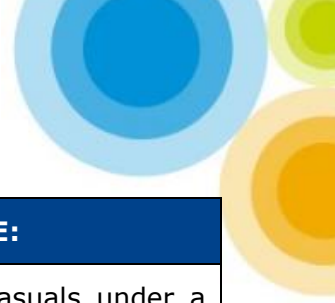


MELBOURNE WATER POSITION DESCRIPTION

SENIOR ASSET MANAGER, PROJECT DEVELOPMENT, WATER & SEWERAGE



REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Area Lead, Project Development, Water & Sewerage	Co-ordination of Contractors and Casuals under a matrix management structure
THIS ROLE EXISTS TO: (PURPOSE)	
<p>Deliver and drive effective and efficient asset management outcomes for the business through project development.</p> <p>Provide daily technical leadership, co-ordination and oversight of their complex program of technical projects in their portfolio(s) and discipline(s) in collaboration with the broader business.</p>	
KEY ACCOUNTABILITIES:	
<ul style="list-style-type: none">• Taking care of own and colleagues' Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives. <p>Under limited supervision:</p> <ul style="list-style-type: none">• Consistently apply relevant Asset Management process and procedures, and improve process and systems within existing policy guidelines.• Seek efficiencies through implementation of new technologies or alternative approaches where direct benefits can be achieved. (Innovation)• Undertake decision-making to ensure Whole of Lifecycle cost of assets and services is minimised.• Develop and maintain relationships with key customers and stakeholders. <p>Support development of efficient and effective capital program and prioritisation by planning and performance team. Support AMP and standard development.</p> <p>In line with capital plan timelines, develop asset renewal and optimisation business cases for Capital Projects to meet business requirements and budgets, including:</p> <ul style="list-style-type: none">• Development of BNIs and PBCs, including understanding of strategic intent, development of budgets and schedules (working with delivery groups) and options analysis.• Development of functional requirements.• Consultation and collaboration with Operations and Planning.• Understanding of relevant standards, specifications and guidelines. <p>Compliance with Capital Management systems and process, including management of project forecasting and other reporting requirements until projects are handed over to delivery.</p> <p>Support project delivery with asset management technical knowledge and oversight of project intent.</p> <p>Acceptance of new assets through Handover processes, including acceptance of meeting of functional requirements and acceptable quality.</p>	

Job level: EA7
Assessed by: P&C
Date Assessed: May 2019
Last reviewed date:

MELBOURNE WATER POSITION DESCRIPTION

SENIOR ASSET MANAGER, PROJECT DEVELOPMENT, WATER & SEWERAGE



SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Experience and knowledge of project planning, management and business case preparation.
- Ability to critically explore and analyse solution options and associated financials (eg NPV, construction estimates).
- Understanding of general asset management processes and risk assessment techniques.
- Proven history of working as a collaborative team member and working in a constructive culture to achieve customer centric outcomes.
- Experience with standard office IT systems (e.g., MS Office, Maximo, Project Online, MapInfo etc).
- Strong interpersonal skills together with excellent verbal and written skills.
- Demonstrate initiative and ability to prioritise and perform complex professional/technical work with limited supervision and exercise professional/technical judgement.
- Ability to influence decision making and provide guidance.
- Demonstrated and proactive Health and Safety leadership and a personal commitment to Health and Safety procedures, policies and plans.

Active engineering registration in a related discipline relevant to the position is required.

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

- Consult and constructively work with Major Program Delivery, Low Risk Capital Governance, Wholesale Services and Integrated Planning.
- Ability to work across teams and develop strong working relationships broadly across Melbourne Water.

External

- Assist in the management of specialist consultants and specialist service providers.
- Consult and constructively work with Melbourne Water partners in delivery of Capital Projects.
- Liaise and consult with other interested agencies (e.g. DELWP, Local government, SES, VicPol, ESV, WorkSafe, etc.).

SALARY RANGE:

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.

Job level: EA7

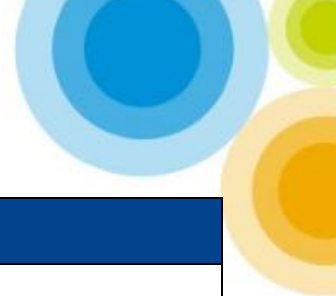
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MELBOURNE WATER POSITION DESCRIPTION

SENIOR ASSET MANAGER, PROJECT DEVELOPMENT, WATER & SEWERAGE



OTHER COMMENTS:

This role requires the following:

- Tertiary degree in relevant engineering field or extensive experience in related area
- Criminal Records Check
- Medical Assessment
- Current full Victorian Driver's License
- Travel to various Melbourne Water sites – e.g. treatment plant sites and transfer sites

Location: 990 Latrobe Street, Docklands, Victoria. Work at other metropolitan sites can be requested, to carry out the duties and function of the position – subject to consultation and agreement with Manager.

Job level: EA7

Assessed by: P&C

Date Assessed: May
2019

Last reviewed date: