



## Asset Lifecycle Investment Planning Specialist

Position Detail			
<b>Reports To</b>	Asset Management Governance & Analysis Manager	<b>Group</b>	Asset & Capability Lifecycle Management
<b>Classification</b>	ASA 7A	<b>Location</b>	Melbourne, Brisbane
<b>Reports – Direct Total</b>	Nil		

### Organisational Environment

Airservices is a government owned organisation providing safe, secure, efficient, and environmentally responsible services to the aviation industry. Each year we manage over four million aircraft movements carrying more than 140 million passengers and provide air navigation services across 11 per cent of the world's airspace.

Airservices has two major operating centres in Melbourne and Brisbane and a corporate office in Canberra. We operate 29 air traffic control towers at international and regional airports and provide aviation rescue firefighting services at 26 Australian airports.

We are committed to continuing to improve our business by providing our customers with services they value and embedding new ways of working and technology investments to further innovate and optimise.

### Primary Purpose of Position

Airservices owns, manages, operates, and maintains a significant number of geographically dispersed assets which underpin the services we provide to our customers. These include Communication, Navigation, Surveillance, Air Traffic Management and Aviation Rescue and Fire Fighting systems as well as Buildings and Facilities. Our assets enable Air Traffic Management and Aviation Rescue and Fire Fighting services to the aviation industry in a safe, secure, efficient, and environmentally responsible way.

The primary purpose of the Asset Capability & Lifecycle Management unit is to ensure asset lifecycle planning objectives are met through the application of asset management principles, strategy, and domain technical knowledge, in accordance with Airservices' Enterprise Asset Management Framework.

As an Asset Lifecycle Investment Planning Specialist, you will maintain asset lifecycle cost model and facilitate portfolio definition process for the Asset & Capability Lifecycle Management unit to inform Portfolio Investment and Delivery Plans.

The Asset Lifecycle Investment Planner plays a pivotal role in aligning the needs of the key stakeholders with the strategic objectives of the organisation.

## Accountabilities and Responsibilities

### Position Specific

#### Asset Lifecycle Cost Analysis

- Establish a model to enable asset lifecycle cost analysis and investment decisions to balance cost, risk and performance and optimise service delivery
- Analyse and process data into suitable outputs and contribute to the development of key business unit deliverables such as the Total Cost of Ownership, Investment Proposals, Asset Class Management Plans and Asset Class Performance Reports

#### Portfolio Coordination

- Undertake development and review of demand pipeline and funding proposals ensuring issues and risks impacting the portfolio are actively identified and managed
- Prioritise the demand pipeline to balance performance, cost and risks in view of the budgetary constraints

#### Business Analysis

- Elicit requirements using a variety of techniques
- Apply systems engineering approach to options analysis considering Return on Investment and Total Cost of Ownership, and articulate risks and define benefits
- Facilitate risk assessment workshops to support appropriate level of investment in sustainment of assets and ensure delivery of functional and performance objectives
- Develop documents in accordance with standard Airservices templates and obtain approvals for progression of initiatives

### People

- Maintain an effective working relationship with other Airservices staff to ensure that there is effective coordination of all activities in support of the organisational objectives
- Provide mentoring and support other team members to develop and improve business acumen within the team.
- Contribute to the development of a work environment and culture with a strong focus on service delivery and high performance
- Embrace and promote work environment free from discrimination, where everyone is treated with respect

### Compliance, Systems and Reporting

- Actively participate in the implementation of enterprise governance systems and policies, including Asset Management, Safety, Environmental, WHS, Governance Risk and Compliance and Technology Management Frameworks

### Safety

- Demonstrate safety behaviours consistent with the enterprise strategies
- Contribute to the safe provision of services through safe business management practices and safe people processes
- Display appropriate safety behaviours and discharge accountabilities as per the Airservices Safety Management System policies and procedures

## Key Performance Indicators

### Efficient, Effective and Accountable

- Build and maintain effective working relationships
- Ensure activities and deliverables are completed to quality, time and budget standards in accordance with the business unit's accountabilities and responsibilities
- Prioritise and effectively manage workload to meet deadlines
- Demonstrate continuous improvement mindset that supports analysis activities and development of solutions and artefacts

### Commercial

- Aware of considerations of financial aspects while carrying out the role
- Deliver greater value to our customers and to the organisation through value optimised decisions and practices relating to our assets.

### Safety

- Compliance with safety, risk, environmental and any other standards
- Compliance with regulatory standards

## Key Relationships

- Asset Lifecycle Management teams
- Portfolio and Program Delivery team
- Service Advisors and System Technical Advisors
- Business Planning and Performance Analysis team
- Leadership teams in the value chain functions

## Skills and Competencies

- Strong problem-solving skills including the ability to think analytically and strategically
- Strong verbal and written communication skills and the ability to interact professionally with a diverse group of stakeholders including; managers, peers and subject matter experts; with a proven ability to develop and maintain cooperative and productive relationships
- Advanced experience in Microsoft Office suite of applications, including Word, Excel and Visio
- Experience in investment planning and investment expenditure monitoring
- Demonstrated ability to develop and present innovative solutions and influence outcomes
- Awareness of ISO 55000

## Qualification

- A relevant degree from an Australian Tertiary Institution or demonstrated relevant 5 years' experience

## Performance Standards and Behaviours

As a member of Airservices, you will consistently demonstrate performance standards and behaviours that meet our Code of Conduct. This includes:

- Treating everyone with dignity, respect and courtesy
- Acting with honesty and integrity
- Acting ethically and with care and diligence
- Complying with all Airservices' policies and procedures, and applicable Australian laws

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- Disclosing and taking reasonable steps to avoid any actual, potential or perceived conflict of interest
- Behaving in a way that upholds our vision, mission and values, and promotes the good reputation of Airservices.