

# MELBOURNE WATER POSITION DESCRIPTION

Control Systems & Asset Manager, Project Development

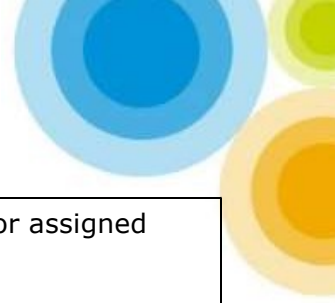


REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:	
Area Lead, Project Development, Operational Technology	This role has 0 direct reports Co-ordination of Contractors and Casuals under a matrix management structure	
THIS ROLE EXISTS TO: (PURPOSE)		
<p>Using experience and consideration of commercial consequences to provide analysis of service performance and insights to Asset Managers to drive innovative, effective and efficient asset management outcomes for the business through project development.</p> <p>Provide technical leadership in Operational Technology (OT) Assets, co-ordination and oversight of their complex technical projects and discipline(s) in collaboration with the broader business and consistently driving for results in challenging environments.</p>		
KEY ACCOUNTABILITIES:		
<p>Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.</p> <p>Under limited supervision:                      Perform the control system Subject Matter Expert (SME) function                      Perform the Asset Manager functions</p>		
KEY RESPONSIBILITIES	KPIs	
<p><b>Control System SME Functions</b></p> <ul style="list-style-type: none"> <li>• Be the SME Lead and central point of technical and knowledge excellence for OT Asset Class(s) for Melbourne Water Operations &amp; Maintenance teams and assigned complex projects as required (e.g. asset renewal&amp; capital projects, or condition and incident investigations).</li> <li>• Support the implementation and management of the OT Cyber Security program across MW Sewage, Water &amp; Drainage sites</li> <li>• Management of Changes, Quality control &amp; Documentation of Programming Code libraries</li> <li>• Support the qualification of new technology systems/devices</li> <li>• Utilisation of the Melbourne Water OT Asset code and configuration version control system</li> <li>• Provide OT technical input during Functional Design input for Major Capital Projects</li> </ul>	<ul style="list-style-type: none"> <li>• Be the person for assigned Capital Delivery projects for technical queries for Asset class &amp; standards questions</li> <li>• Co-ordination of Cyber security based projects</li> <li>• Updated Programming Libraries</li> <li>• Support of new product assessment/certification projects</li> <li>• Ensures Projects assigned correctly utilised MW Program version control system</li> <li>• Creation and subsequent approval of FRs (Functional</li> </ul>	

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<ul style="list-style-type: none"> <li>Approval of low risk capital control system design ensuring systems to ensure they conform to the MW and industry control system standards</li> </ul>	<p>Requirements) for assigned projects</p> <ul style="list-style-type: none"> <li>Project Online FR approvals</li> </ul>
<p><b>Asset Manager Functions</b></p> <ul style="list-style-type: none"> <li>Lead the development asset renewal and optimisation business cases for Capital Projects to meet business requirements and budgets view across the asset renewable program, through:             <ul style="list-style-type: none"> <li>Development of BNIs and PBCs, including understanding of strategic intent, development of budgets and schedules (working with delivery groups), options analysis.</li> <li>Development of functional requirements for business case phase</li> </ul> </li> <li>Lead scheduling and implementation of the OT Asset renewals projects.</li> <li>Consultation and collaboration with Operations, IT, Low Risk Capital Governance, Major Projects and Planning</li> <li>Work collaboratively with asset management interfaces across Melbourne Water to ensure effective delivery of MW projects</li> <li>Support the implementation of efficient and effective capital program (3-5 years in scope) , including prioritisation with the planning team.</li> <li>Provide Asset Management input and demonstrate a thorough understanding of the OT Asset standards</li> <li>Development and management of maintenance regimes for OT assets with consideration of criticality, operating envelopes, cyber security risk, management regimes and replacement approach to scheduling by Service delivery and thus ensuring required levels of service are met.</li> </ul>	<ul style="list-style-type: none"> <li>Creation of WP Asset renewal BNIs (Business Need Identifiers) for assigned projects</li> <li>Creation of FRs (Functional Requirements) for assigned projects</li> <li>Scheduling and delivery of Renewals projects</li> <li>Participate in MPD, wholesale services, service provider meetings and initiatives</li> <li>Support the delivery of non OT initiated asset management projects</li> <li>Implementation and forecasting of projects within the program</li> <li>Input into the annual review of MW OT Asset Standard documents</li> <li>Ensure Preventative Maintenance is in place for assigned asset classes</li> </ul>

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<ul style="list-style-type: none"> <li>• Technically Support Renewal &amp; Major Projects including involvement in CHAZOP/HAZOPs, acceptance testing where appropriate</li> <li>• Monitoring of OT Asset Health and trends and referral/support Wholesales Services for rectification</li> <li>• Provide technical support in incident investigations and RCA and develop solutions for asset maintenance issues.</li> <li>• Triage of Information requests and actions (Service Requests, Iris Actions)</li> <li>• Support and work within Melbourne Water’s Management of Change process and systems</li> <li>• Support Operations teams with Asset technical questions &amp; problem/issue resolutions</li> <li>• Compliance with capital management systems and process, including management of project forecasting and other reporting requirements until projects are handed over to delivery.</li> <li>• Support project delivery with asset management technical knowledge and oversight of project intent.</li> <li>• Acceptance of new assets through Handover processes, including acceptance of meeting of functional requirements and acceptable quality, ensuring handover of necessary spares post project completion to MWC stores as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Assigned Capital Delivery projects as the OT technical representative</li> <li>• Co-ordination with Operations to address failures to Control &amp; Security assets.</li> <li>• Participate in any assigned investigations</li> <li>• Closed Maximo SRs &amp; IRIS action items</li> <li>• Demonstrated utilisation of the MW Management of Change system</li> <li>• Closed Maximo SRs &amp; IRIS action items</li> <li>• Completeness of PMO Project Online system projects</li> <li>• Asset Management base training completeness</li> <li>• Asset Database completeness for assigned projects</li> </ul>
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**SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:**

<ul style="list-style-type: none"> <li>• Experience &amp; understanding of Project techniques, concepts, processes, methodologies, systems and tools and is more than capable of explaining them to others</li> <li>• Thorough knowledge and experience of SCADA and PLC control systems including their development, coding and testing</li> <li>• A comprehensive knowledge of one or more of the following - Siemens PCS7, S7 300, S7 400, Rockwell Control Logix, PLC5 and MicroLogix, GeFanuc 90/70 90/30 Rx3i PLC’s and systems and their application (other PLC or DCS experience may be an acceptable alternative).</li> <li>• Knowledge of Building Access, Control and Identification (BACID), Closed Circuit Television (CCTV) and Video Management Systems (VMS), Telemetry and Radio systems.</li> <li>• Knowledge of Operating system lifecycles, virtualised environments, Ethernet and Fieldbus networks.</li> <li>• Proven experience in the design development and/or maintenance of complex electrical, automation and instrumentation systems.</li> </ul>
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- 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)
- Knowledge and proven application of general asset management processes and risk assessment techniques related to large scale infrastructure management including CHAZOP, RCM etc.
- Proven history of working as a collaborative team member and working in a constructive culture to achieve customer centric outcomes.
- 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.
- Knowledge and proven experience in Whole of Life Asset Management and large scale infrastructure planning.
- Strong interpersonal skills together with excellent verbal and written skills
- Experience with corporate IT systems (e.g., MS Office, Maximo, MapInfo etc)
- Provide technical guidance and oversight in relation to complex works, projects and programs
- Demonstrate initiative and ability to self-prioritise and perform complex professional/technical work
- Demonstrated and proactive Health and Safety leadership and a personal commitment to Health and Safety procedures, policies and plans.

## 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 Asset Management Principles, Operations, Maintenance, Major Program Delivery, Low Risk Capital, Governance, Planning and Business Services teams.
- 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. Local government, Worksafe, etc.)

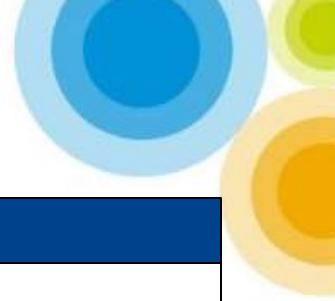
## SALARY RANGE:

EA level 7

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## OTHER COMMENTS:

This role requires the following:

- Tertiary degree in relevant engineering field and experience with Industrial Control Systems
- 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.

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