



Position Description

Position title:	Assistant System Controller
Reports to:	Control Manager
Business unit:	Network Services
Employment category:	Enterprise Agreement (Control Grade 2)

About CitiPower and Powercor

As electricity distribution companies we provide safe, reliable and affordable power to 1.9 million Victorian customers. We use our network of poles, wires and infrastructure to bring power to homes and businesses across almost 65% of Victoria — that’s more than 120,000 kilometres of wires and 850,000 poles.

But we do so much more than manage poles and wires. We’re also the gateway to a clean energy future, dedicated to finding solutions and harnessing new technology to benefit our customers, communities and the environment. This includes industry leading projects in community batteries, demand management, smart charging for electric vehicles (EVs) and microgrids.

And as more customers choose solar, batteries, EVs and smart appliances — the electricity system is becoming increasingly complex, and so too is the level of innovation required to manage it.

About the Network Services team you’ll be part of

Network Services is a 24x7 operation, constructing and maintaining electrical infrastructure and responding to faults and emergencies at all hours throughout the CitiPower and Powercor electricity distribution networks. The team is responsible for design, project management, workforce management, field construction and supply chain and logistics management. Functional teams include network control and operations, major projects, maintenance, field services, design and customer programs and works delivery management.

Our core values



Live safely



Improve our business



Be customer and community minded



Be the best you can be



Succeed together

Purpose of the position

The position is responsible for the control and dispatch activities on the Powercor and/or CitiPower HV distribution and low voltage system, both for planned and unplanned situations.

The control and dispatch responsibilities will be initially limited to the HV spur fuses and below (including SWER and Low Voltage) and includes the coordination of Auto Reclose and Access on Request activities.

At management discretion and dependent upon prevailing workloads the incumbent may train to achieve a level of competency equivalent to a fully authorised System Controller.

The role will be required to work 12hr shifts on weekdays only.

Your key responsibilities

Network Planning and Control

- Coordinate HV and LV switching activities (both planned and unplanned), limited to HV spur fuses and below.
- Coordinate Auto Reclose and Access on Request activities in conjunction with the System Controller
- Maintain accurate outage reporting data.
- Plan field electrical operations, including the preparation of switching instructions where appropriate.
- Monitor the network, to ensure that system reliability, quality and utilisation requirements are achieved.
- To react calmly and confidently in the event of major losses of supply, major system events, or operational incidents.
- Minimise in a safe manner the duration (CAIDI) of network interruptions.
- Assess and prioritise emergency situations on the Network, decide on the operational resources and skills required and dispatch these resources to the emergency.
- Taking ownership of the electrical network and setting priorities and required follow up work required to return the network to normal following faults or defects and to resolve any outstanding issues that have an operational impact.
- Take responsibility for remote switching on various network components for planned and emergency tasks.

Customer Focus

- Maintain information systems and undertake reporting requirements in a timely and accurate manner
- Liaise with personnel from internal and external organisations, including HV customers, regarding operational matters.
- Respond to queries, both written and verbal, in a timely and accurate manner.

Quality and Process Improvement

- Monitor the effectiveness of operating practices and procedures and assist in the revision and development of new processes and procedures.
- Continually review current Control Room processes, procedures, systems and tools, developing improvement solutions and implementing these where appropriate.
- Provide input on network design proposals and prepare programs for commissioning of system elements, eg new substations, HV cables, zone substations, HV Co-generators sites.
- Establish operating standards and protocols associated with the use of Control Room systems.

Contingency Planning

- Application of N-1 Contingency plans as required
- Testing the readiness of the Emergency Control.
- Participation in load shedding and escalation events

What you'll bring to the business

Education / Qualifications:

- Associate Diploma or Advanced Diploma of Electrical Engineering or equivalent Tertiary based qualifications e.g.: Diploma in Power Systems. If candidate does not already have this qualification, there is a preference to acquire this qualification if successful.

Knowledge:

- Good knowledge distribution HV & LV system elements, operating practices and procedures.
- Working knowledge of protection systems.
- Working knowledge of sub-transmission systems.
- Detailed knowledge of the Electrical Safety Instructions (the Green Book), supplementary procedures and general electrical industry procedures and practices.
- A good knowledge of basic electrical theory as applied to power systems.
- Ability to communicate effectively in both verbal and written forms with both internal and external customers.
- A commitment to safe working practices and procedures.
- An ability to effectively use computer-based information systems.
- Good understanding of business functions, and organisation structure.
- Ability to be able to solve problems in a network operating environment

Experience:

- Extensive work experience in the electricity industry
- Experience in Field and/or Zone Substation Operating
- Experience in Faults Management processes
- Exposure to Planned Access job planning
- High level computer aptitude required

The skills and competencies you'll have

'Thought' competencies

1. Decision Quality: Considers various points and uses good judgement to make decisions and recommendations, knowing when to act or escalate
2. Manages complexity: Making sense of complex, high quantity, and sometimes contradictory information to effectively solve problems

'Result' competencies

1. Plans and aligns: Planning and prioritising work to meet commitments aligned with organisational goals
2. Ensures accountability: Holding self and others accountable to meet commitments
3. Resourcefulness: Securing and deploying resources effectively and efficiently

'People' competencies

1. Communicates effectively: Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences

'Self' competencies

1. Nimble learning: Actively learning through experimentation when tackling new problems, using both successes and failures as learning fodder

Other relevant information

- Direct reports - FTE direct reports: 0 Contractor direct reports: 0
- Budget: OPEX 0, CAPEX 0