

Position Description

Position title:	Network Performance and Compliance Analyst
Reports to:	Network Performance Manager
Business unit:	Electricity Networks
Employment category:	Contract (Employment Agreement)

About CitiPower and Powercor

As electricity distribution companies we provide safe, reliable and affordable power to 1.3 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 Electricity Networks team you'll be part of

The Electricity Networks team is responsible for the efficient and effective management of our electricity distribution networks and assets. They do this through developing engineering standards, asset strategies and long-term views of the network, network planning, investing in future network technology, asset maintenance planning, network safety and compliance management and bushfire mitigation strategies.

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 Network Performance and Compliance Analyst provides reporting, analytical and compliance support to the Electricity Networks business. The role is responsible for maintaining data quality, preparing reports and dashboards, and supporting regulatory reporting and performance monitoring activities.

Working under general direction, the role collaborates with stakeholders to support performance investigations, reporting improvements and compliance activities, contributing to effective operational reporting and governance outcomes.

Your key responsibilities

Network Performance Analytics

- Collect, validate and maintain network performance data from multiple business systems to support reporting and analysis activities.
- Prepare routine network performance reports and dashboards for operational, compliance and management reporting requirements.
- Assist in monitoring reliability, safety and operational performance indicators and identify potential data anomalies or emerging trends.
- Provide data analysis and reporting support for network performance investigations and business initiatives.
- Support the ongoing maintenance and improvement of network performance reporting processes and datasets.

Business Intelligence and Reporting

- Prepare and maintain business intelligence reports, dashboards and visualisations using approved reporting tools.
- Prepare recurring operational, compliance and management reports in accordance with business requirements.
- Support business users by providing access to reporting information and responding to routine reporting enquiries.
- Assist with data validation, reconciliation and quality assurance activities to support accurate reporting outcomes.
- Assist with reporting enhancements and automation initiatives that improve reporting efficiency and consistency.

Stakeholder Collaboration & Continuous Improvement

- Build and maintain effective working relationships with stakeholders across Electricity Networks, Network Operations and other business units to support reporting and compliance activities.
- Assist stakeholders in interpreting standard performance reports and dashboards.
- Support business initiatives by providing accurate and timely reporting information.
- Participate in continuous improvement activities aimed at improving reporting processes, data quality and business efficiency.
- Share knowledge and collaborate with team members to support consistent reporting practices and outcomes.

Regulatory Reporting, Compliance & Governance

- Support the preparation and submission of regulatory reporting requirements, including Guaranteed Service Level (GSL), Unplanned Interruption Data (UID) and Rapid Earth Fault Current Limiter (REFCL) reporting.
- Collect, validate and maintain regulatory datasets to support accurate and timely reporting outcomes.
- Assist in monitoring regulatory performance measures and identifying potential data quality issues requiring further investigation.
- Support compliance reporting activities by maintaining reporting documentation, procedures and evidence records.
- Assist with responses to regulatory information requests and internal reporting enquiries as required.

What you'll bring to the business

Education / Qualifications:

- A relevant tertiary qualification in data analytics, information systems, business, engineering, mathematics or a related discipline.

Knowledge:

- Sound analytical and problem-solving skills with the ability to work with data and information from multiple sources.
- Knowledge of business reporting and data visualisation principles.
- Proficiency using Microsoft Excel for data analysis and reporting.
- Familiarity with reporting tools such as Power BI, Tableau or similar business intelligence platforms.
- Understanding of data quality, validation and reporting practices.
- Ability to communicate information and findings clearly to a range of stakeholders.
- Ability to manage competing priorities and deliver work within agreed timeframes.
- Knowledge of SQL, databases or data extraction processes (desirable).
- Understanding of electricity distribution networks, utilities or regulated industries (desirable).
- Awareness of regulatory reporting obligations and compliance frameworks (desirable).

Experience:

- 1-3 years' experience in reporting, analytics, business intelligence or a related discipline.
- Experience preparing dashboards, reports or performance information for business stakeholders.
- Experience working with data from multiple business systems.
- Experience using Microsoft Excel and business reporting tools.
- Experience supporting reporting, compliance or operational business activities.
- Experience completing data validation, reconciliation or quality assurance activities.
- Experience using Tableau, Power BI or similar reporting platforms (desirable).
- Experience using SQL or database querying tools (desirable).
- Experience in utilities, infrastructure or another regulated industry (desirable).

The skills and competencies you'll have

'Thought' competencies

1. Manages complexity: Making sense of complex, high quantity, and sometimes contradictory information to effectively solve problems
2. Tech savvy: Anticipating and adopting innovations in business-building digital and technology solutions
3. Decision Quality: Considers various points and uses good judgement to make decisions and recommendations, knowing when to act or escalate

'Result' competencies

1. Optimises work processes: Knowing the most effective and efficient processes to get things done, with a focus on continuous improvement
2. Plans and aligns: Planning and prioritising work to meet commitments aligned with organisational goals
3. Ensures accountability: Holding self and others accountable to meet commitments

'People' competencies

1. Collaborates: Building partnerships and working collaboratively with others to meet shared objectives
2. Communicates effectively: Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences
3. Organisational savvy: Manoeuvring comfortably through complex policy, process, and people-related organisational dynamics

'Self' competencies

1. Instils trust: Gaining the confidence and trust of others through honesty, integrity, and authenticity
2. Self-development: Actively seeking new ways to grow and be challenged using both formal and informal development channels
3. Manages ambiguity: Operating effectively, even when things are not certain or the way forward is not clear

Other relevant information

- Travel to other work locations/sites may be required.