

## JOB DESCRIPTION

**Role Title:** Senior Project Delivery Lead  
**Business Unit:** Powercor Network Services  
**Reports to:** Team Leader Urban/ Rural  
**Employment Type:** Award (Pay Point 17 –21)/ Contract  
**Last Evaluated:** April 2016  
**Additional Clause/s:** Availability Duties/ Pre-Employment Medical

<b>Job Purpose</b>	To deliver complex Customer Initiated Augmentation Works projects that comply with business and regulatory requirements. Negotiate outcomes that meet the needs of the customer and the business.	
Key Responsibilities		Job Know How
<p><b>The top 4 – 5 (max.) Key Responsibilities- This should be about 75% of KPI weighting</b></p> <p><b>Customer and Stakeholder Management</b></p> <ul style="list-style-type: none"> <li>Develop and maintain customer relationships to ensure successful delivery of all Customer Initiated Augmentation Works (CIAW) projects ensuring compliance with business and regulatory requirements</li> <li>Negotiate outcomes with customers to ensure customer requirements are met whilst ensuring network capacity, safety and commercial factors.</li> <li>Manage internal stakeholders expectations through ensuring all aspects of project deliver are clearly communicated in a timely manner.</li> <li>Ensure project risks are communicated and actioned to reduce the any impact to project delivery timelines</li> <li>Liaise/negotiate with external stakeholders (local councils, service providers and the wider community) to achieve business and customer objectives</li> </ul> <p><b>Project Delivery</b></p> <ul style="list-style-type: none"> <li>Manage the delivery of complex Customer projects to ensure all project targets are achieved on time, to budget, in accordance with quality and HS&amp;E obligations</li> <li>Ensure any project risks (both financial and delivery time) and variations are managed and ensure corrective action is taken to address any project risks or overruns</li> <li>Report and assist in the investigation of HS&amp;E matters in relation to projects</li> <li>Prepare appropriate documentation to ensure A to P approval for customer projects is received without additional rework</li> <li>Review and provide advice / support on plans of subdivisions as required</li> </ul> <p><b>Resource Management</b></p> <ul style="list-style-type: none"> <li>Ensure all contractors and contractor activities comply with legislative, regulatory and contractual obligations</li> <li>Ensure that all work activities and projects are focussed on</li> </ul>		<p><b>The Key Knowledge and Skills needed for the role:</b></p> <ul style="list-style-type: none"> <li>General knowledge of the Electricity Distribution industry</li> <li>Ability to negotiate positive outcomes for the business and customers</li> <li>Ability to deliver high volume, complex projects</li> <li>Ability to use computer based information systems and applications</li> <li>Ability to deliver programs of projects and customer's as required.</li> <li>Knowledge and understanding of VESI design, CitiPower and Powercor Technical Standards and construction practices.</li> <li>An understanding of the CIAW, Electricity Supply Policy and associated codes.</li> <li>An ability to establish good working relationships with developers, architects, electrical contractors, builders and consultants</li> </ul>

<p>ensuring Network reliability and HS&amp;E requirements</p> <p><b>Technical Advice</b></p> <ul style="list-style-type: none"> <li>• Ensure that the AER guidelines and internal requirements are adhered to and rectify any non compliance</li> <li>• Be a point of contact to provide technical advice projects to internal and external stakeholders on large scale Customer initiated projects</li> <li>• Manage the preparation and delivery of project scoping, concept and detailed design documentation in accordance with process as required. Ensure that the design production complies with established QA processes.</li> </ul> <p><b>Scope Development and Cost Estimates</b></p> <ul style="list-style-type: none"> <li>• Assess customer electrical load requirements and with support from design and planning, identify and communicate the potential impact on the network.</li> <li>• Consult with customers, Electricity Networks and Design to determine the Least Cost Technically Acceptable (LCTA) option to meet customer needs</li> <li>• Manage the preparation of project costings and segmentation of project work into specific project activities to comply with Network Customer Policy</li> <li>• Provide advice to internal and external stakeholders on customer requirements and contractual obligations and or conditions</li> </ul>	<p><b>Job-related Competencies</b></p> <p><i><b>The five critical job related competencies and the level required to ensure that all the Key Responsibilities are achieved.</b></i></p> <p>The competencies can be found on <a href="#">myConnect</a>.</p> <p><b>Network Connection Management – Level 2</b></p> <p><b>Project Management – Level 2</b></p> <p><b>Communicates Effectively</b></p> <p>Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences.</p> <p><b>Financial and Commercial Acumen</b></p> <p>Interpreting and applying understanding of key financial indicators to make better business decisions. Applying commercial rigour and discipline to all business decisions to identify ways of maximising and protecting our business value.</p> <p><b>Optimising Work Processes</b></p> <p>Knowing the most effective and efficient processes to get things done, with a focus on continuous improvement.</p>
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Education Experience	Dimensions
<p><b>Education/Qualifications</b></p> <ul style="list-style-type: none"> <li>• Certificate IV in ESI Power Systems/Associate Diploma of Electrical Engineering or equivalent tertiary qualification or Project Management qualification</li> <li>• Registration with the Victorian Business Licensing Authority as a Professional Engineer (RPEV) in the field of Fire Safety / Civil / Structural / Electrical / Mechanical Engineering (<b>select appropriate field</b>) is required.</li> </ul> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Electrical industry experience such as field experience or proven experience in complex electrical network extension projects</li> <li>• Experience in applying project management or program management principles</li> </ul> <p><b>Leadership Experience</b></p> <ul style="list-style-type: none"> <li>• Demonstrated leadership experience relating to Health, Safety and Environment policies and standards</li> </ul>	<p><b>Budget:</b></p> <p>CAPEX: \$</p> <p>OPEX: \$</p> <p><b>FTE's:</b></p> <p>Number of Direct Reports: 0</p> <p>Total number of FTE Employees: 0</p>

Core Values & Behaviours	Leadership Values & Behaviours
<p><b>Live safely</b></p> <p>We live safe. We never compromise health and safety, either at work or at home. We are constantly aware of risks to ourselves and others and actively take steps to manage them. The health and safety of our customers, colleagues and ourselves is our number one priority.</p> <p><b>Make it easy for your customer</b></p> <p>We strive to meet our customers' needs in the most efficient and effective way we can. Both internal and external customers are important.</p> <p><b>Be the best you can be</b></p> <p>We strive for excellence in everything we do and are always accountable for our own performance. We give our best at all times and help our workmates do their best as well.</p> <p><b>Be community minded</b></p> <p>We actively engage with the communities in which we work and live. We are conscious of our environmental footprint and contribute to the sustainability of our communities.</p> <p><b>Drive and embrace change</b></p> <p>We embrace change as an opportunity to improve ourselves and what we do. We encourage active participation in innovation and are always looking for ways to make our processes and procedures more effective and efficient.</p> <p><b>Succeed together</b></p> <p>We work together as one team and value the diversity and contribution of others. We always act in a fair, ethical and responsible manner and show each other respect. We strive for success as a business while upholding the values that underpin everything we do</p>	<p><b>MANAGE SELF</b>  <i>Willing and able to assess and apply own skills, abilities and experience. Being aware of own behaviour and how it impacts on others.</i></p> <ul style="list-style-type: none"> <li>• Demonstrates self-awareness</li> <li>• Nimble learning</li> </ul> <p><b>TAKE THE LEAD</b>  <i>Taking the lead and pushing for performance. Take charge, declaring, decisive. Push, hold people accountable.</i></p> <ul style="list-style-type: none"> <li>• Communicates effectively</li> <li>• Courage</li> <li>• Drives vision and purpose</li> </ul> <p><b>ENABLE OTHERS</b>  <i>Creates conditions for others to lead and contribute. Empowers others. Listens, open to influence. Supports, treats people well.</i></p> <ul style="list-style-type: none"> <li>• Attracts top talent</li> <li>• Builds effective teams</li> <li>• Develops talent</li> <li>• Drives Engagement</li> </ul> <p><b>STRATEGIC FOCUS</b>  <i>Position your team for the future. Set direction, drive improvements and growth, embrace innovation.</i></p> <ul style="list-style-type: none"> <li>• Strategic mindset</li> <li>• Decision quality</li> <li>• Manages complexity</li> <li>• Financial and commercial acumen</li> </ul> <p><b>EXECUTION AND RESULTS</b>  <i>Position your team for the future. Set direction, drive improvements and growth, embrace innovation.</i></p> <ul style="list-style-type: none"> <li>• Drives results</li> <li>• Ensures accountability</li> <li>• Optimising work processes</li> </ul>