

**Position Description**

<b>POSITION TITLE:</b> Electrician	<b>REPORTS TO:</b> Team Leader Electrical Maintenance
<b>Classification:</b> Band 2	
<b>ORGANISATIONAL CONTEXT</b>	
<p>Lower Murray Water (LMW) operates along the Murray River, from Kerang to the South Australian border, in the municipalities of Gannawarra, Swan Hill, and Mildura. We provide this extensive region with urban water and sewerage treatment, supply, and disposal; river quality water for stock and irrigation; and collection and disposal of subsurface irrigation drainage. Our goal is to contribute to the economic, social, and cultural development of our region and its many communities with environmentally responsible and sustainable water management.</p>	
<b>PRIMARY OBJECTIVES</b>	
<p>The objectives of the Electrician role are to perform programmed and breakdown electrical maintenance and repair works with electrical components for LMW potable water, wastewater, irrigation and drainage services.</p> <p>The Electrician will provide electrical expertise across all business teams as well as technical support for other internal stakeholders. The provision of sound advice when required to manage risk, maintain service levels and regulatory compliance is an important function of this role across LMW electrical infrastructure. The position will assist with the installation, maintenance and repair or upgrades of electrical infrastructure including high voltage assets.</p>	

KEY ACCOUNTABILITIES		
KEY RESULT AREA	MAJOR ACTIVITIES	PERFORMANCE INDICATORS
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• High level guidance and advice is provided to staff and contractors on sound electrical practices and regulations.</li> <li>• Implement culture change initiatives that promote 1LMW, safety and a positive team culture.</li> <li>• Work closely with the Team Leader Electrical Maintenance to ensure the best outcomes for our customers.</li> <li>• Identification and management of risks relating to electrical works in accordance with relevant Australian standards and acts.</li> <li>• Provide specialist education and advice to a broad range of work groups across LMW to increase awareness and performance relevant to electrical works.</li> <li>• Promotion of a culture that encourages risk discussions by integrating Risk Management into normal business practices.</li> </ul>	<ul style="list-style-type: none"> <li>• Effective support and guidance are provided to all teams across the business regarding electrical works and electrical safety.</li> <li>• Work closely with the broader operational staff across 1LMW in the development and maintenance of Standard Operating Procedures (SOPs) and electrical maintenance activities.</li> <li>• Attendance at staff engagement sessions to gain staff contribution into the direction and achievement of strategic maintenance programs.</li> <li>• Operational guidance supplied to all business functions meets competency standards and recognised requirements.</li> <li>• Participate in team meetings as required, encouraging open and regular communication. Show initiative and be open to opportunities for change while working towards LMW's goals and strategies.</li> </ul>
<b>Customer</b>	<p><b>Internal:</b></p> <ul style="list-style-type: none"> <li>• Senior Manager Operations</li> <li>• Team Leaders and Leading Hands Operations</li> <li>• Operations and Service Delivery teams</li> <li>• Engineering and Projects team</li> <li>• People, Safety and Wellbeing Team</li> <li>• Mechanical and Electrical Maintenance teams</li> </ul> <p><b>External:</b></p> <ul style="list-style-type: none"> <li>• LMW Customers</li> <li>• Electrical Supply Authority</li> <li>• Telstra</li> <li>• Equipment Suppliers</li> <li>• Electrical and Maintenance Contractors</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced asset failures and internal customer works.</li> <li>• Completion of individual performance and development plans in accordance with LMW's talent management framework.</li> <li>• Support leadership team to ensure all training and professional development is linked to organisational needs and aligned to performance and development plans and business planning processes.</li> <li>• Provide fair, honest, and constructive feedback to all key stakeholders to foster a constructive culture and manage for performance.</li> </ul>

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<b>KEY RESULT AREA</b>	<b>MAJOR ACTIVITIES</b>	<b>PERFORMANCE INDICATORS</b>
<b>Safety</b>	<ul style="list-style-type: none"> <li>• Demonstrate a safety-first culture.</li> <li>• Identify, assess, and manage emerging and current operational risks across the Operations team.</li> <li>• Active participation in the Global Safety Index (GSI) survey.</li> <li>• Ensure that LMW provides a safe workplace that is free of harm from all forms of bullying, harassment, and discrimination.</li> <li>• Ensure electrical maintenance works are performed in a safe and compliant Manner.</li> <li>• Provide feedback and work collaboratively across the business on identified issues and risks through maintenance planning to ensure continuously improve performance.</li> </ul>	<ul style="list-style-type: none"> <li>• Work is conducted in accordance with LMW Safety Management System at all times in a safe and compliant manner.</li> <li>• LMW provides a psychologically safe place to work as demonstrated by an absence of mental health related workers compensation claims.</li> <li>• Implement safe electrical works principles and processes with field-based teams and help and training to relevant staff.</li> </ul>
<b>Environment</b>	<ul style="list-style-type: none"> <li>• Contribute to LMW providing an environmentally friendly workplace.</li> <li>• Demonstrate and comply with the General Environmental Duty (GED) in accordance with Part 3.2 of the EPA Act 2017 by integrating risk management into normal business practice.</li> <li>• Compliance with EPA Act 2017, LMW policies and procedures as required to support best practice.</li> </ul>	<ul style="list-style-type: none"> <li>• Minimizing the risk of harm to human health or the environment from pollution or waste by minimising those risk, so far as reasonably practicable / resources and delegation.</li> <li>• Use and maintenance of plant, equipment, processes and systems in a manner that minimises risks from pollution and waste.</li> <li>• Use and maintenance of risk management systems.</li> <li>• The handling, storage and transportation of substances in a manner that minimises risk.</li> <li>• Completion of training and transfer of knowledge relevant to upholding the General Environmental Duty.</li> </ul>
<b>Efficiency</b>	<ul style="list-style-type: none"> <li>• Provide support and oversight for electrical works across the business.</li> <li>• Provide support and oversight to maintenance activities.</li> <li>• Performance reporting of electrical assets.</li> <li>• Provide advice for consistency of electrical maintenance with strong emphasis on standardising processes, data collection and reporting.</li> <li>• Provide support to LMW teams on efficient electrical maintenance to ensure value for money is achieved in plant processes.</li> </ul>	<ul style="list-style-type: none"> <li>• Positive trends are being shown in maintenance/asset failure and call out reports.</li> <li>• Gaps between current and ideal service/cost levels are identified and strategies developed with Team Leader Electrical maintenance for improvement wherever required including keeping abreast of electrical best practice.</li> <li>• Assist with planned maintenance and operator tasks generated by the Asset Management system.</li> </ul>

**KEY ACCOUNTABILITIES**

<b>KEY RESULT AREA</b>	<b>MAJOR ACTIVITIES</b>	<b>PERFORMANCE INDICATORS</b>
	<ul style="list-style-type: none"> <li>• Keep abreast of new developments for best practice electrical duties.</li> <li>• Where required, assisting other work areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Participate and assist with breakdown and emergency repairs to water, wastewater and irrigation infrastructure.</li> <li>• Assist in the upgrading of electrical equipment on existing water, wastewater and irrigation infrastructure.</li> <li>• Carry out repairs to electrical equipment and components as required within capabilities, to ensure ongoing and effective operation of assets.</li> <li>• Participate in the installation and maintenance of electrical systems and inspect installed systems to ensure proper operation.</li> <li>• Collaborate with leaders and contractors and assist with the ordering of materials.</li> <li>• Keep accurate records on operations including up to date functional descriptions of all assets in operations.</li> <li>• Read, understand, and modify electrical drawings.</li> <li>• Preparedness and capacity to undertake further courses of study, annual awareness sessions, and/or identified mandatory professional development programs or training relevant to the position, as necessary.</li> <li>• Report to work as scheduled with a willingness to work flexible hours according to business needs.</li> <li>• Other allocated duties, not specifically mentioned in this document, but within the capacity, qualifications and experience normally expected from persons occupying positions at this classification.</li> <li>• Under roster arrangements, perform standby duties in the Electrical team on call rotation which includes reasonable overtime when required.</li> </ul>

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<b>KEY RESULT AREA</b>	<b>MAJOR ACTIVITIES</b>	<b>PERFORMANCE INDICATORS</b>
<b>Capital</b>	<ul style="list-style-type: none"> <li>• Support electrical procurement requirements with LMW's policies and procedures.</li> <li>• Provide assistance to the Operations team with LMW's capital works program.</li> <li>• Participate in providing input to strategic direction for future asset upgrades to meet regulatory requirements and improve water quality and safety.</li> </ul>	<ul style="list-style-type: none"> <li>• Procurement is undertaken in accordance with the Victorian Public Services Commission (VPSC) guidelines and LMW's policies and procedures.</li> <li>• LMW capital works program has been developed in collaboration with stakeholders and deliverables are clearly articulated to guide the deliverables for the Operations team.</li> <li>• Plans and strategies are in place to ensure the continuity of asset operations/life cycle with no major interruption to service delivery.</li> </ul>

<b>LEVEL OF AUTHORITY</b>
Delegation Category <b>E</b> as per the current Instrument of Delegation.
<b>NUMBER OF REPORTS</b>
Direct Reports: <ul style="list-style-type: none"> <li>• Nil</li> </ul> Indirect Reports: <ul style="list-style-type: none"> <li>• Nil</li> </ul>
<b>SKILLS AND BACKGROUND REQUIREMENTS</b>
<p><b>Formal qualifications:</b></p> <ul style="list-style-type: none"> <li>• Unrestricted Electrician’s ‘A’ Class Licence for Victoria.</li> <li>• Construction Induction card.</li> </ul> <p><b>Leadership:</b></p> <ul style="list-style-type: none"> <li>• Ability to work independently within a diverse and collaborative operational environment, both on and off site across the whole LMW service area. Minor travel required.</li> <li>• Demonstrated capability to assist in the on-the-job training of apprentice electricians.</li> </ul> <p><b>Customer:</b></p> <ul style="list-style-type: none"> <li>• Demonstrated experience in developing strong professional relationships to ensure organisational objectives are met.</li> </ul> <p><b>Safety:</b></p> <ul style="list-style-type: none"> <li>• Experience providing leadership in safety systems that provide support, guidance, and continuous improvement for LMW staff and stakeholders.</li> </ul> <p><b>Environment:</b></p> <ul style="list-style-type: none"> <li>•</li> </ul> <p><b>Efficiency:</b></p> <ul style="list-style-type: none"> <li>• Experience achieving agreed performance targets and executing development strategies within a team network.</li> <li>• Proven ability in working with an operational team in providing support of plan execution.</li> </ul>

**Capital:**

- An understanding of capital works systems and maintenance programs providing advice to projects and engineering teams.

**Compliance Requirements:**

- Driver's license.
- Compliance with criminal background checks.
- Confirmation of fitness for work.

**Desirable:**

- High Voltage Operator qualification.
- Experience in coaching and supporting personnel in other teams including Engineering and Operational roles.
- Willingness to achieve qualifications in Instrumentation & Control.

**SIGNATURES:** We certify that the content of this position description is accurate:

Position holder:

Date:

Signature:

General Manager:

Date:

Signature:

Managing Director:

Date:

Signature: