

POSITION DETAILS

Title of Position:	Senior Project Manager
Reports to:	Manager Regulated Portfolio, Manager Contracted Portfolio
Division:	Delivery
Function	Regulated Portfolio, Contracted Portfolio
Number of Direct Reports:	Not Applicable
Grade:	8

HEALTH, SAFETY & WELLBEING

ElectraNet is committed to a Safety First culture and a work environment promoting the health, safety and wellbeing of all workers. All Employees are required to actively contribute to the Safety First culture by exercising their duty of care to themselves and one another, by working safely, be adhering to all reasonable safety instructions, by using all equipment provided in accordance with safe work methods and by promptly reporting any unsafe working practices or hazardous working conditions.

POSITION OVERVIEW

Senior Project Managers oversee the delivery of multiple large projects in parallel by effectively managing project risks, costs and schedule, resources and stakeholders to ensure successful project completion and hand over. They have expertise in all facets of project governance and methodologies, systematically adapting or applying these to high complex and integrated projects to achieve optimal outcomes.

Success in this role is characterised by impactful and influential leadership, clear strategic thinking, project management expertise and an ability to build relationships across broad stakeholder groups to ensure project delivery excellence.

KEY RESPONSIBILITIES

PEOPLE LEADERSHIP

- Engage, influence and inspire all stakeholders (internal and external) in the achievement of common goals by providing a constructive, collaborative and solutions focused approach to challenges
- Guide the project team to achieve its deliverables by providing clear direction, setting challenging and meaningful goals and behavioural expectations and empowering team members to succeed
- Provide ongoing, balanced feedback that rewards positive results and supports employees to learn and grow
- Embrace change and lead teams through the change management process to ensure its success
- Inspire, motivate, mentor and develop employees to be engaged, accountable and achieve best-practice in their respective disciplines
- As a subject matter expert, support and guide others with audits in preparation for gate reviews

OPERATIONAL & TECHNICAL

Operating with minimal supervision and working independently, you will be accountable for delivering technical advice and operational support in:

Proactively managing project planning and controls:

- Partner with key internal stakeholders and external customers to accurately define resource requirements and effectively procure, mobilise, manage and lead all project resourcing activities to achieve project deliverables, including defects post practical completion
- Work collaboratively with management for the redeployment of resources at project close-out
- Effectively manage complex and integrated resourced project schedules for large design, construction and commissioning activities, managing extensive changes to scope and implementing contingencies where required
- Review third party schedules to identify deficiencies and influence outcomes
- Ensure timely provision of drawings/documentation and free issue equipment, working collaboratively to resolve and mitigate potential risks
- Establish project budgets, control costs and negotiate variations to maximise revenue
- Partner with all stakeholders to promote and improve compliance with health, safety, environment, cultural heritage, project methodology and legislative requirements, proactively seeking opportunities for improvement
- Identify and mitigate project and business risk through the application of sophisticated risk management methodology, to maximise opportunities for all stakeholders and improve broader process across the business

Proactively contributing to contract management:

- With the support of experts in the business, negotiate, implement and review complex, high risk contracts with clients, subcontractors and vendors to achieve optimal outcomes
- Ensure compliance with relevant policies and processes, while seeking opportunities for improvement
- Identify and communicate the implications of variations and/or change requests with stakeholders, ensuring an effective change management process is administered to mitigate impacts
- Define plant, material and service requirements across the project and effectively manage relationships with suppliers to ensure quality and timely delivery
- Proactively contribute to project and contract management by travelling to site to ensure compliance with ElectraNet systems and standards by undertaking safety observations, conducting progress meetings and surveillance of construction progress as a means of validating progress claims

BEHAVIOURAL

- Develop strong internal relationships, delivering a high level of customer service.
- Build & maintain strong working relationships with and between internal and external stakeholders.
- Create and develop a respectful workplace environment that values cultural diversity, innovation, open discussion and cross functional collaboration to help drive high performance.
- Lead by example; role model desired behaviour and priorities; demonstrate personal accountability for self-development and for achieving quality and timely result.
- Carry out the role in a professional and ethical manner and in accordance with ElectraNet's values, Code of Conduct and other policies.

SIGNIFICANT WORKING RELATIONSHIPS

- ElectraNet Design Managers
- ElectraNet Project Sponsors
- ElectraNet Business Development Managers
- ElectraNet Contract Administrators and Procurement Specialists

- External Customers and Suppliers
- SA Power Networks (SAPN)
- Australian Energy Market Operator (AEMO)

EQUIPMENT & TECHNOLOGY USED

- Microsoft Project
- Microsoft Office Suite

SELECTION CRITERIA

KNOWLEDGE & EXPERIENCE:

Essential

- Advanced understanding of project management methodologies, tools and principals such as PMBOK, WBS, critical path and earned value management (EVM)
- Significant experience managing complex environment, development approval, land procurement, cultural heritage and sustainability requirements throughout the project lifecycle
- Extensive success ensuring a health and safety culture is employed across the project
- Expertise in risk management, including the application of extensive mitigation strategies
- A strong understanding of procurement and contract management strategies relating to EPC, design, construction and commission
- Advanced written and verbal communication skills, including influential negotiation and conflict resolution skills
- Excellent interpersonal skills, ability to work as an effective team member and provide excellent project leadership
- Strong time management and coordination skills, including problem-solving skills
- Capable of working under pressure to meet deadlines; acting decisively to make informed decisions
- Desire and ability to acquire technical and business knowledge and skills
- Flexible approach to working hours and after-hours commitments
- Willingness to undertake other duties commensurate with your skills and role requirements
- South Australian Car Driver's Licence (or eligibility to obtain one if international candidate)

Desirable

- 10 years' experience in project management or similar
- Experience in high voltage or electrical engineering
- Developing knowledge of a transmission network and the legislation governing the industry (National Electricity Rules, ESCOSA, Rules, AEMO Guidelines)

QUALIFICATION/S:

- Tertiary qualification in Engineering, Business or related discipline (essential)
- Eligible for membership with Australian Institute of Project Management (essential)

NOTE: Copies of the above listed qualifications/licences/certificates are required as evidence on appointment.