

Position details

Title of Position:	Business Development Advisor - Connections
Reports to (position title):	Manager Connections
Division:	Corporate Development
Function:	Customer Connections
Number of Direct Reports:	NIL
Grade:	4

Health, Safety & Wellbeing

ElectraNet is committed to a Safety-First culture and a work environment promoting the health, safety and wellbeing of all workers. To sustain this culture, all leaders are required to implement and maintain the areas of ElectraNet's safety management system under their control, where the health, safety and wellbeing of all workers comes first while ensuring full compliance with all legislative and policy requirements.

All employees are required to contribute to the Safety-First culture by exercising their duty of care to themselves and one another, by working safely, by adhering to all reasonable safety and security instructions, by using all equipment provided in accordance with safe and secure work methods and by promptly reporting any unsafe working practices, hazardous working conditions or security threats.

Position Overview

The Business Development Advisor - Connections (BDA) supports the execution of the Customer Connections strategy by undertaking a broad range of customer connection activities that support the delivery of Electra Net's regulated and contracted (unregulated) business revenue targets and objectives.

This includes providing functional support to the broader team in the identification, securing and winning of new contracted business opportunities, including build, own, operate and maintain (BOOM) transmission connection business, telecommunications, consulting and other business opportunities.

They will assess business opportunities against existing commercial frameworks while managing the necessary due diligence, business proposal generation and key interfaces with third parties, under the guidance of their leader.

Success in this role is characterised by a willingness to learn, proactive can-do attitude, strong customer focus and communication skills, underpinned by commercial and business acumen.

Key Responsibilities

OPERATIONAL & TECHNICAL

Capable of working for extended periods under general supervision, you will be accountable for contributing to:

New business opportunities by:

- Providing support with connection opportunities and build, own, operate and maintain (BOOM) business opportunities and other services (telecommunications, consulting) in South Australia, aligned with Electra Net's business plan to provide energy and infrastructure solutions.
- Assisting in the preparation of proposals, bids and transactions for new business opportunities, including the transaction closing life cycle.
- Supporting the development of contracts/agreements in accordance with existing process and under the guidance of others.
- Developing an understanding of business processes, technical capabilities, and constraints, applying these to customer connection activities with low to moderate risk/complexity.
- Supporting commercial, legal and financial activities for new business opportunities as required.
- Assisting in the preparation of materials for potential customers, such as presentations and offer documentation.
- Supporting internal teams to achieve outcomes that meet the customers' needs, without compromising Electra Net's position.
- Ensuring ElectraNet meets its contractual obligations for each customer, monitoring the customers' obligations and proactively seeking guidance/taking action if issues are identified.

Effective engagement with key stakeholders by:

- Developing strong working relationships with internal stakeholders, demonstrating an understanding of effective stakeholder engagement processes.
- Collaborating with multi-functional teams from across the business to ensure high-quality information is shared within a timely manner.
- Developing a broad understanding of stakeholder challenges and priorities.
- Collaborating effectively with the broader team to ensure the effective sharing of knowledge to support business outcomes.
- Contributing to the maintenance of market and industry intelligence through industry and other stakeholder contacts and keep the Customer Connections & Business Development teams informed about development opportunities and industry trends.
- Assisting others in building and maintaining strong relationships with internal and external customers as required.
- Enhancing Corporate Development's brand perception (internally and externally) through positive stakeholder interactions.

Supporting continuous improvement activities by:

- Contributing to the development of improvement initiatives that enable increased efficiency across the team.
- Supporting the achievement of the overall Corporate Development Plan and Growth Strategy.
- Supporting the development of key internal documents, such as opportunity strategies, due diligence reports, investment proposals, Executive briefings, and Board papers.
- Ensuring all corporate requirements and business processes such as corporate reporting are completed to meet expected timelines and quality standards.

BEHAVIOURAL

- Build and maintain strong working relationships with and between internal and external stakeholders, delivering a high level of customer service.
- 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 Electra Net's values, Code of Conduct and other policies.

Significant Working Relationships

- External customers
- All ElectraNet Divisions
- SA Power Networks (SAPN)
- Australian Energy Market Operator (AEMO)
- Essential Services Commission of SA (ESCOSA)
- Other related industry bodies, government bodies and authorities as required to support the roles and opportunities within the Corporate Development division.

Equipment & Technology Used

- MS Office 365 suite of programs
- ElectraNet general access programs (e.g. Grazer, GIS, SA Market, Ezy 2 view, etc.)

Selection Criteria

KNOWLEDGE, SKILLS & EXPERIENCE:

Essential

- Excellent written and oral communication skills, including demonstrated negotiation and conflict resolution skills.
- Ability to use tact and discretion in dealing with sensitive and confidential matters.
- Strong problem-solving skills with the ability to proactively resolve and address issues as they arise.
- Demonstrated ability to maintain collaborative and productive relationships across diverse stakeholders.
- Experience in preparing and analysing data and information.
- Demonstrated ability to work as a team member and actively promote office harmony.
- Basic industry knowledge and market insight, with a demonstrated ability to gain an understanding and aptitude for technical concepts in support of Electra Net's contracted business service offering.
- Experience and/or acumen to work with budgets and provide financial reporting with analysis.
- High level organisational skills and experience reviewing and negotiating contracts and/or legal documentation.
- Demonstrated positive, flexible and adaptable attitude with a willingness to take on a wide range of diverse tasks and adjust to competing and shifting priorities in a changing environment.
- Demonstrable skills in the Microsoft Office Suite (2010), specifically document formatting, report writing and presentations.
- SA Driver's licence.

Desirable

- Minimum 3 years' experience, in a Business Development or Industry related role.
- Electricity Industry background an advantage.
- An understanding of legislated rules and codes governing the business and industry (NER, SA Electricity Transmission Code, ESCOSA Wind Farm Licencing Requirements etc.)
- Flexible approach to working hours and after-hours commitments.

QUALIFICATIONS:

- Tertiary qualification in relevant Technical, Financial or Commercial field or relevant discipline (essential).

Background Checks

- Pre-employment checks, including background and security checks (such as global criminal checks) are required for this position, completed prior to commencement and repeated on a regular basis after appointment.

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