

Position details

Title of Position:	Substation Supervisor
Reports to (position title):	Lead Substation Supervisor
Division:	Assets
Function:	Maintenance
Number of Direct Reports:	Nil
Grade:	4

Health, Safety & Wellbeing

ElectraNet is committed to co-creating a workplace of choice and enriching the communities in which we operate.

As an industry leader, ElectraNet is at the forefront of the clean energy transition. We are socially and environmentally ambitious, and our continued commitment to developing, operating and maintaining our network in a way that creates opportunities for people and nature to thrive is essential to achieving our vision of energising South Australia's Clean Energy future.

Our commitment also drives our focus to create a physical and psychosocial environment that supports the health, safety and wellbeing of our people.

We all contribute to ElectraNet's workplace culture and have a duty of care to ourselves and one another to work safely, assess and manage risk, courageously speak up and promptly report any unsafe working practices, hazardous working conditions or security threats and to collectively learn and grow from every opportunity.

Position Overview

The Substation Supervisor is responsible for undertaking Routine Inspections on ElectraNet substations to ensure the condition of the asset and its surrounds are maintained to the highest standard.

This is a pivotal role that provides custodianship of several substations defined within a region in South Australia. They are the "eyes and ears" of the Maintenance and Refurbishment Delivery business unit, and are aware of, and interest in all activities (Routine and Corrective Maintenance, Refurbishment and Capital Projects) occurring within their nominated region.

Success in this role is characterised by strong communication skills, the ability to build relationships across broad stakeholder groups and work autonomously.

Key Responsibilities**Operational & Technical**

Capable of working for extended periods under general supervision, you will be accountable in contributing to technical advice and operational support in:

Proactive management of ElectraNet's Assets by contributing to:

- Provide custodianship of several ElectraNet substations across a region of South Australia to ensure a high standard of housekeeping and maintenance are delivered.
- Understand and apply Safety and Asset risk in a High Voltage substation environment.

- Carry out Routine Inspections in accordance with ElectraNet procedures.
- Identify and raise defect notifications as required in a timely manner to ensure network and asset risks are identified early.
- Provide advice to ElectraNet Maintenance Service Providers regarding the completion of Routine and Corrective Maintenance in accordance with ElectraNet procedures.
- Provide advice and status/quality reports to ElectraNet's Maintenance Delivery Manager, Maintenance Planning Manager and Maintenance Contracts Administrator.
- Take accountability for substation housekeeping, carrying out minor tasks as required to ensure a high standard is maintained.
- Provide day-to-day support to the Maintenance and Refurbishment team to ensure reliable site information is provided as required.
- Provide reliable information regarding substation assets to colleagues as required.

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.
- Demonstrate behaviour that is consistent with ElectraNet's values, Code of Conduct and Acceptable Use of Technology Resources Policy while performing the role in a professional and ethical manner.
- Promote safe work practises that support the safety of all workers and the security of ElectraNet's assets, proactively reporting safety incidents, near misses and security threats.

Significant Working Relationships

- ElectraNet's Project Delivery Teams
- ElectraNet's Asset Engineering and Maintenance Delivery Teams
- ElectraNet's Asset Management Teams
- Maintenance Service Providers such as SA Power Networks (SAPN)

Equipment & Technology Used

- PSS/E & AULimit
- PSCAD
- Power Factory
- Other specialist analysis tools, e.g. PLEXOS, Mudpack & Matlab

Selection Criteria

Knowledge & Experience

Essential

- A strong understanding of Substation Access protocols and absolute adherence to substation safety requirements.
- High level understanding of High Voltage (275 kV, 132 kV, 66 kV) Substations.

- Ability to diligently carry out Routine Inspections in accordance with ElectraNet procedures in a regular and timely manner.
- Knowledge of legislated industry requirements (National Electricity Rules, ESCOSA, OTR, AEMO Guidelines).
- Well-developed analytical, investigation and problem-solving skills, including the ability to act decisively.
- Demonstrable, advanced written and verbal communication skills; good interpersonal skills.
- Demonstrable ability to work as a team member and actively promote office harmony.

Desirable

- Minimum 5 years' experience, in maintenance / construction of High Voltage Substations.
- Flexible approach to working hours and after-hours commitments.

Qualifications

- Electrical Workers Licence.
- CAT 2 Switching License (desirable).
- Associate Diploma in Electrical Engineering or higher (desirable).
- Front Line Management Cert IV (desirable).
- ElectraNet (or equivalent) Asset Access Training (desirable).
- White Card training (desirable).

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.