

**Position details**

<b>Title of Position:</b>	Construction Site Manager
<b>Reports to (position title):</b>	Manager Construction Services
<b>Division:</b>	Delivery
<b>Function:</b>	Construction Services
<b>Number of Direct Reports:</b>	Nil
<b>Grade:</b>	8

**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 Construction Site Manager is responsible for the successful execution and management of construction activities on-site, ensuring compliance with safety, quality, and project requirements. The role involves direct oversight of contractors, subcontractors, and site personnel to achieve successful project delivery. The Construction Site Manager serves as the primary on-site representative, ensuring that all construction activities align with project specifications, regulatory standards, and company policies.

This position works closely with Project Managers and Project Engineering Managers, providing real-time updates, influencing project outcomes, and ensuring swift resolutions to site-related challenges. The Construction Site Manager also engages with Environmental Supervisors, Health and Safety Advisors, and Cultural Heritage Specialists to oversee contractor performance and ensure all work meets high-voltage infrastructure standards.

A core aspect of this role is the ability to independently manage complex and multilayered field activities, exercise professional judgment, and intervene when necessary to ensure compliance and operational efficiency. The Construction Site Manager plays a hands-on leadership role, overseeing site operations, managing workforce dynamics, and maintaining high standards of quality and safety.

## Key Responsibilities

### People Leadership

- Provide strong leadership and direction to site teams, ensuring high engagement, motivation, and performance.
- Foster a safe, positive, and high-performing workplace culture, ensuring alignment with company values and industry best practices.
- Mentor, support, and develop site personnel, providing training, coaching, and professional growth opportunities.
- Maintain clear communication and coordination with project teams, subcontractors, and suppliers to ensure effective site operations.
- Manage site team dynamics, addressing conflicts, performance issues, and workforce planning to ensure operational efficiency.

### Operational & Technical

- Oversee and manage all on-site construction activities, ensuring compliance with project scope, schedules, and quality standards.
- Supervise and coordinate contractors, ensuring adherence to Safe Work Method Statements (SWMS), risk assessments, and technical specifications.
- Ensure workplace health, safety, and environmental (WHSE) compliance, taking immediate action to address safety concerns.
- Conduct site inspections, quality control reviews, and defect management, ensuring adherence to engineering specifications and construction best practices.
- Identify and resolve technical issues and project constraints, collaborating with engineers and project managers to implement solutions.
- Monitor and report on contractor performance, ensuring work is delivered to expected standards and within contractual obligations.

### Contributing to project planning and controls:

- Provide real-time feedback to Project Managers on site progress, risks, and potential delays.
- Assist in reviewing project schedules, construction methodologies, and risk assessments, ensuring practical execution strategies.
- Ensure accurate reporting on site activities, including progress updates, daily logs, and incident reports to inform project planning and decision-making.
- Support the budgeting and cost-control process, ensuring efficient resource allocation and minimisation of project overruns.

### Contributing to contract management:

- Ensure contractor and subcontractor compliance with contractual agreements, project specifications, and safety requirements.
- Monitor contract deliverables, milestones, and key performance indicators (KPIs) to ensure obligations are met.
- Identify and document potential contract variations, claims, and extension of time (EOT) requests, ensuring timely submission with supporting evidence.
- Review and validate contractor payment claims, ensuring alignment with completed work and project progress.

- Provide input into contractor performance reviews, ensuring continuous improvement in project delivery and supplier engagement.
- Escalate non-compliance or disputes, ensuring issues are addressed proactively and resolved efficiently.

**Contributing to stakeholder engagement:**

- Act as the primary site representative, fostering strong relationships with clients, subcontractors, and suppliers.
- Liaise with Environmental, Health & Safety, and Cultural Heritage teams, ensuring compliance with project-specific requirements.
- Facilitate collaboration between internal and external stakeholders, addressing concerns and ensuring alignment on project goals.
- Attend and contribute to project meetings, toolbox talks, and coordination sessions, ensuring clear communication and alignment with project objectives.
- Provide feedback on contractor performance and subcontractor selection for continuous improvement in supplier engagement and project execution.

**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**

- External Contractors and Suppliers;
- Electra Net Delivery and Safety and Environmental teams;
- Project Team including Project Managers, Design Managers, Supervisors and Engineers;
- Construction Services Team:

**Equipment & Technology Used**

- Microsoft Office Suite
- Laptop, Site Printer, Tablet device, digital camera and associated field equipment.

**Selection Criteria****Knowledge & Experience****Essential**

- Extensive experience supervising the construction of general and/or high voltage work packages;

- Excellent interpersonal skills with the ability to build collaborative and productive relationships with diverse internal and external stakeholder groups, driving and influencing outcomes where you have limited authority;
- Highly developed written and oral communication skills, with a focus on customer service;
- Knowledge of risk management standards and practices;
- Demonstrated experience inspecting, reviewing, educating and influencing stakeholders to improve quality and safety standards and meet deliverables;
- The ability to apply initiative and a proactive solution focused approach, with the ability to exercise independent judgement to escalate and address issues as they arise;
- A positive and flexible attitude with a willingness to take on a wide range of tasks, adjusting to competing priorities while maintaining a continuous improvement focus;
- Experience in remote area work locations;
- South Australian Car Driver's Licence (or eligibility to obtain one if international candidate).

#### Desirable

- Minimum 7 years' experience, in the supervision of construction or a related role
- Electricity Industry background an advantage;
- Flexible approach to working hours and after-hours commitments.

#### Qualifications

- Tertiary qualification in Engineering or Construction Management, or Electrical licence with significant industry experience (essential).
- White Card training (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.