

Position details

Title of Position:	Lead Project Controller
Reports to (position title):	Manager Controls
Division:	Delivery
Function:	Project Controls
Number of Direct Reports:	Nil
Grade:	7

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 Lead Project Controller is accountable for contributing to the development of key strategies, tactics and capabilities of ElectraNet's Project Controls Functions and for delivering outcomes organisation-wide. The role works closely with Manager Controls, to operationalise strategy and provides advice and guidance as a subject matter expert, to ensure contemporary practise in the areas of Project Controls.

The Lead Project Controller provides project control services throughout the various phases of a project lifecycle, to support the successful delivery of projects across the organisation. This requires the ability to effectively plan, track and analysis project costs and schedules, providing strategic advice as required.

Success in this role is characterised by impactful and influential leadership to ensure strong engagement and culture across the function, effective collaboration across the business and successful delivery of functional activities to support the achievement of ElectraNet's business goals and objectives.

Key Responsibilities**Leadership & Influence**

- Provide specialist technical support to stakeholders within ElectraNet to ensure activities are performed in accordance with business processes, systems, and standards
- Proactively identify and support the implementation of changes to project control standards to achieve greater efficiency, meet regulatory and corporate requirements and achieve outcomes that position the business for innovation and growth

- Lead the development, review, maintenance, implementation and evaluation of the operational plans, policies, procedures and frameworks that govern the project control function, including SPARQ.
- Develop, monitor, analysis and report on relevant performance metrics for the team, providing value-adding commentary and insight, to demonstrate the extent of success in meeting organisational performance and/or improvement targets.
- In partnership with Project Sponsors and Business Development develop portfolio delivery strategies to support project and corporate objectives, and effective management of portfolio delivery interface for Capex and OpEx projects.
- Provide regular coaching, mentoring and feedback to the team to enable team members to achieve desired performance results and reach their full potential
- Provide input into the development of training plans, competency frameworks and assessments, proactively identifying opportunity to increase and broaden project control capability across the business
- Establish and maintain strong relationships with internal stakeholders and provide guidance to the team in effective stakeholder management and support the resolution of complex problems
- Contribute to a respectful workplace environment that values cultural diversity, innovation, and high performance
- Carry out the duties of the role in a professional and ethical manner, take initiative, drive for outcomes, take ownership and behave in accordance with ElectraNet's values, Code of Conduct, and any other relevant policies.
- Embrace organisation-wide change and lead teams through the change management process, to ensure its success.
- Contribute to communicating business-wide activities, initiatives and key message, leading conversations with team members across the function to ensure the successful delivery and understanding of communications.

Operational & Technical

As a subject matter expert in Project Controls, you will be accountable for providing technical advice and operational support with:

- Lead the information gathering and reporting of project cost and schedule variance reports.
- Proactively and constructively resolve team and/or project conflicts and satisfactorily negotiate appropriate outcomes and report and escalate as needed.
- Provide strategic advice and support in relation to all aspects of the Project Management Plan.
- Schedule all activities associated with assigned projects to produce an integrated critical path schedule, update as required, analyse and report potential issues/problem areas
- Develop time-phased project budgets based on the schedule and resource inputs
- Ensure alignment of the Work Breakdown Structure (WBS) between key ElectraNet systems (SAP and MS Project)
- Responsible for accurately reflecting the project schedule, forecast costs and cash-flow and status in ElectraNet's planning tool (MS Project)
- Manage the development, maintenance and reporting of the Earned Value for capital projects
- Anticipate, identify and plan for contingencies and variations in projects and inform the Project Manager of the implications
- Develop a Performance Measurement Baseline (PMB) for projects with integration of the schedule timing, resource forecast & cash flow in accordance with approved project change requests

- Provide an integrated baseline review (IBR) for peer developed project schedules assessing compliance with the SPARQ system, the quality of the project schedule and forecast against the class of schedule and approve the project to be baselined within Project Server
- Analyse data required to support project change requests, such as impact of scope changes, variance analysis, estimates to complete, etc
- Provide support to the assessment of tenders, to ensure contractor schedules are realistic, consistent with good scheduling practices and achievable
- Lead project audits
- Participate in project team meetings and provide specialist project controls input into scope alternatives analysis and accurate status updates on the project progress
- Collation of data and preparation monthly key performance indicator (KPI) data relevant to the performance of the Project Controls team
- Lead project closeout activities including the project asset capitalisation
- Foster technical innovation, acquisition of expertise and supporting a continuous improvement culture
- Undertake other duties, commensurate with skills and classification level, 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

- Managers of functions, Team Leads
- ElectraNet Finance
- ElectraNet Leaders and Employees
- External Stakeholder groups including Contractors

Equipment & Technology Used

- Microsoft Project/ P6
- Microsoft Office Suite
- SAP
- PSA
- Microsoft Power BI
- Acumen Fuse

Selection Criteria

Knowledge & Experience

Essential

- Recognised as a subject matter expert in the area of project controls (as a guide approximately 10+years)
- Advanced understanding of project management methodologies, tools and principals such as PMBOK, WBS, critical path and earned value management (EVM)
- Sound ability in SAP financial and Microsoft Project management systems skills
- Significant experience managing complex environment, development approval, land procurement, cultural heritage and sustainability requirements throughout the project lifecycle
- 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 controls
- Electricity Industry background an advantage

Qualifications

- Certificate in Project Management (desirable)
- Eligible for membership with Australian Institute of Project Management (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.