

**Position details**

<b>Title of Position:</b>	Senior Project Manager
<b>Reports to:</b>	Manager Contracted Delivery
<b>Division:</b>	Delivery
<b>Function:</b>	Contracted Portfolio
<b>Number of Direct Reports:</b>	Not Applicable
<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**

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

### Contributing to 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

### 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

- 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 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
- Willingness to undertake other duties commensurate with your skills and role requirements

#### 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)
- Flexible approach to working hours and after-hours commitments
- Electricity Industry background an advantage

#### Qualifications

- Tertiary qualification in Engineering, Business or related discipline (essential)
- 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.