

Position details

Title of Position:	Maintenance Planner
Reports to (position title):	Manager Maintenance
Division:	Assets
Function:	Maintenance Planning
Number of Direct Reports:	0
Grade:	5

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 Maintenance Planner contributes to maintaining network reliability by developing a detailed rolling routine and corrective maintenance plan to optimise assets throughout their lifecycle. They collaborate extensively with internal and external stakeholders, coordinating high voltage outage requests to reduce outages and asset risk. As an adaptable individual, they enjoy the challenge of generating and implementing new solutions in an ever-evolving environment, providing regular reports to enable data driven decisions.

Success in this role is characterised by a proactive, solution orientated approach, efficient and detailed planning abilities, clear strategic thinking and an ability to build relationships across broad stakeholder groups.

Key Responsibilities**Operational & Technical**

As an experienced Planner they undertake activities with increased complexity and autonomy, for extended periods under general supervision, while providing technical advice and operational support in:

Proactively developing and maintaining a rolling maintenance plan:

- Regularly reviewing all required maintenance, collating and updating information in a detailed plan.

- Partnering with Asset Management to understand strategic priorities and identifying alignment of strategic, corrective and routine maintenance and opportunities for efficiencies.
- Effectively manage the maintenance forecasts by ensuring data accuracy and correct implementation of appropriate failure rates and assumptions.
- Contribute to the development, delivery, and continuous improvement of all Maintenance Planning activities.
- Reviewing maintenance service provider delivery schedules to ensure alignment with asset management requirements.
- Influencing and negotiating with maintenance service providers on regular routine intervals.

Proactively developing and maintaining Maintenance Project Schedules:

- Partnering with Maintenance Project Managers to develop and maintain maintenance projects and package works schedules.
- Review and update maintenance project schedules during execution, assist project managers to identify and address probable delays and issues.

Driving efficiency with network outages by:

- Developing a 13-month rolling outage plan
- Developing a long-term outage plan
- Engaging with stakeholders to effectively utilise existing and planned network outages

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 Network Services
- ElectraNet Asset Management
- Maintenance Service Providers such as SA Power Networks (SAPN), Enerven
- External Customers & Contractors

Equipment & Technology Used

- SAP
- SWOBS
- DAIT
- Optimiser

- Microsoft Office Suite

Selection Criteria

Knowledge & Experience

Essential

- Applying theoretical and practical knowledge to solve commonly encountered problems.
- Applying generally accepted concepts, principles and standards in defined areas.
- Undertake small to medium sized projects delivering to medium term weekly to quarterly timeframes.
- Undertake ongoing tasks being performed on either a daily/weekly/monthly basis.
- Demonstrate knowledge and experience in the use of planning modules in SAP.
- Well-developed analytical, investigation and problem-solving skills.
- Demonstrable, advanced written and verbal communication skills; good interpersonal skills.
- Effectively communicates by keeping others well informed and conveying information clearly, concisely, and professionally.
- Confidently handles issues after instruction, quickly draws on others' expertise, and leverages policies and procedures to expedite decision-making.
- Proactively seeks and develops methods to optimize work within relevant processes, while sharing analysis of process issues with stakeholders and collaborating on solutions.
- Builds strong relationships with team members by being approachable and supportive.
- Knowledge of substation and transmission system components, performance and operation.
- Demonstrable ability to work as a team member and actively promote office harmony.
- Flexible approach to working hours and after-hours commitments.
- Flexible approach with changes to company priorities.

Desirable

- Planning and Scheduling coordination experience
- As a guide minimum 5 years' relevant experience in a Planning and Scheduling position.
- Electricity Industry background

Qualifications

- Tertiary qualification in Electrical Engineering or relevant experience
- Level 1 Substation Access (desirable)
- TAAM Licence (desirable)
- White Card training (desirable)
- Valid Australian Car Driver's Licence (or eligibility to obtain one) (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.