Position details

Title of Position:	Construction Supervisor
Reports to (position title):	Manager Construction Services
Division:	Delivery
Function:	Construction Services
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 Construction Supervisor is responsible for supporting, surveillance and reporting on construction work packages onsite and engaging with stakeholders and subject matter experts for construction progress related matters. The role includes responsibilities as an advisory position supporting the Project Managers as the eyes and ears on the ground, influencing outcomes and providing feedback to enable swift resolutions as well as supervising and managing ElectraNet components of field construction activity. This role works closely with Environmental Supervisors and Health and Safety Advisors as a team to oversee and manage contractor performance in delivering major high voltage infrastructure projects. Therefore some crossover into these aspects as well as Cultural Heritage is expected.

The role is required to manage and respond effectively to the complex and multilayered field activities and be able to deal with and ensure all agreed controls in place are effective and appropriately managed. A key component of the role is the exercise of independent professional judgement, high-level influencing and, if required, intervention on the effectiveness of agreed controls and management by contractors.

Success in this role is characterised by clear pragmatic thinking, strong engagement and communication skills, an ability to build relationships across broad stakeholder groups, and supervision and coordination of packages of work that ElectraNet directly engage suppliers and contractors which may include managing responsibilities for ElectraNet as Principal Contractor.

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Key Responsibilities

People Leadership

- Provide ongoing, balanced feedback that rewards positive results and supports employees to learn and grow.
- Inspire, motivate, mentor and develop employees to be engaged, accountable and achieve best practice in their respective disciplines.
- Support external stakeholder management to deliver effective engagement with consumers and other stakeholders and support the regulatory positioning of the business

Operational & Technical

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

- Reviewing Contractor's schedules and reporting on progress.
- Attending toolbox meetings and end of rotation meetings providing input at the meetings when required.
- Preparing and completing Daily Diaries and progress reports for onsite construction activity
- Track progress and report on construction progress outcomes for management reports
- Monitoring Contractor's quality control program, including reviewing and assessing quality documentation and deliverables to ensure compliance with ElectraNet standards.
- Regularly assessing and reporting on compliance by the contractor (and their subcontractors) with agreed work methods, Safe Work Method Statements (SWMS), risk assessments and agreed mitigations, safety, heritage and environmental plans, and ElectraNet policies and procedures (including TAAM, Switching Manual, ADM)
- Assisting in investigations of damage, incidents and or delays on site, ensuring correct procedures are followed.
- Stopping work should the Contractor deviate from the approved method, working with the Contractor to implement the correct practices via ElectraNet's approval channels, and where required, assisting the Contractor to develop a more practical method suitable to the specific site conditions.
- Monitoring the site and team dynamics and provide feedback to both the site team and ElectraNet Project Manager.
- Identify and assist implementation of opportunities to improve safety, environmental impact, cultural heritage impact and efficiency,
- Attending construction risk assessments to help facilitate the necessary level of planning, communication and coordination of work, reviewing work methods, SWMS, Construction Load Assessments and associated documentation.
- Attending and observing significant or high risk works, with random attendance at and surveillance of other works, including assessment and compliance with respect to construction, safety, environmental and heritage impacts.
- Review and provide exception reporting construction personnel accreditations and licenses to ensure high risk works are being carried out by competent, trained and accredited personnel
- Monitoring potential contract variations including review of variation and extension of time submissions, providing expert advice on validity and assessment of variation and extension of time quantities.
- Recording observations for future variation assessments including civil works, additional scope items, land access, weather and ground conditions.

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- Developing Dilapidation Reports (pre and post construction) depending on the impact of the works on non-ElectraNet properties, and the level of risk assessed before commencement.
- Provide first level of escalation for client construction scope and landowner issues.
- Develop and maintain, in consultation with contractors, punch lists and defect lists to ensure overall quality objectives and adherence to scope and agreed deliverables.
- Experience in remote area work locations.

Contributing to stakeholder engagement:

- Working with Contractors, Project Managers and Engineers to discuss, develop, improve and resolve matters relating to variations, quality, safety, environmental and heritage impacts, progress on site and assist with construction issues.
- Providing feedback to Project Managers and Estimators on productivity levels and general performance of Contractors.
- Providing feedback on Contractors and their Subcontractors at end of project in accordance with ElectraNet Contractor Performance Guidelines.
- Working collaboratively with internal and external stakeholders to deliver business optimum results for the organisation
- Collaborate with ElectraNet Health & Safety Supervisor for all Contractor matters relating to safety, ElectraNet's Environmental Supervisor for all matters relating to environment, and ElectraNet's Field Cultural Heritage Advisor for all matters relating to Cultural Heritage.
- Reviewing project documentation including SWMS, Work Methods, crane lift studies, staging plans and associated project documentation, for any projects in construction phase
- Participate in Aerial Services Committee and Live Work Technical Group reviews and meetings from time to time as a subject matter expert

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
- ElectraNet Delivery and Safety and Sustainability teams
- Project Team including Project Managers, Supervisors and Engineers
- Construction Services Team

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Equipment & Technology Used

- Microsoft Office Suite
- Tablet devices, 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 solutions 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;
- South Australian Car Driver's Licence (or eligibility to obtain one if international candidate).

Desirable

- Minimum 5 years' experience in the supervision of construction or a related role.
- Experience working in remote area work locations.
- Flexible approach to working hours and after-hours commitments
- Electricity Industry background an advantage
- Current ElectraNet Category 2 (Cat2) Switching Licence

Qualifications

- Tertiary qualification in Engineering or Construction Management, or 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.

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