

Position Description



Asset Management System Specialist

Business Unit: Assets

Reporting to: Asset Systems and Information Manager

Position Purpose

To provide expert technical support and advice to deliver an Asset Management System compliant with ISO55001 including: Asset Management Policy, Strategic Asset Management Plan, systems, programs, documents and reports, for the whole of life management and operation of assets and put safety first.

Key Accountabilities

1. **Safety:** ensure all activities are undertaken with the safety of our people as the number one priority and always role model safe behaviour.
2. **Values:** behave and make decisions in accordance with the WaterNSW Values at all times.
3. Lead strategic asset management projects and initiatives in accordance with project deliverables and service level agreements, to meet agreed deadlines.
4. Reviews whole of portfolio asset performance, condition and maintenance data in order to report on the effectiveness of the asset management system in maintaining or improving the performance and condition of assets.
5. Provide specialist technical advice and support across WaterNSW to deliver asset management policies, strategies, plans and standards.
6. Maintains and ensures the whole of business understanding and adoption of the Asset Management System principles, in line with Australian and international best practice guidelines and standards, including certification with ISO55000.
7. Undertakes the ongoing development, review and audit of the asset management system and processes to ensure continued compliance with the Asset Management Policy, Strategic Asset Management Plan and Operating Licence(s).

Key Challenges

- Deliver an Asset Management System acceptable for third-party certification.

- Deliver key accountabilities in a geographically diverse organisation.

Significant Internal Relationships

Stakeholder	Purpose of Relationship
<ul style="list-style-type: none"> AMS team 	<ul style="list-style-type: none"> Work collaboratively to achieve common goals by providing information, training and support as required
<ul style="list-style-type: none"> Risk team 	<ul style="list-style-type: none"> Work collaboratively to achieve common goals by providing information during periods of audit
<ul style="list-style-type: none"> Continuous Improvement team 	<ul style="list-style-type: none"> Work collaboratively to achieve common goals for certifications
<ul style="list-style-type: none"> Other BU's 	<ul style="list-style-type: none"> Work Collaboratively to achieve common goals in the expansion and development of the Asset Management System

Significant External Relationships

Stakeholder	Purpose of Relationship
<ul style="list-style-type: none"> Asset Management Council 	<ul style="list-style-type: none"> Knowledge sharing
<ul style="list-style-type: none"> Water Services Association of Australia 	<ul style="list-style-type: none"> Knowledge sharing

Delegations, Financial Accountabilities & Freedom to Act

As defined in the WaterNSW Financial Delegations as varied from time to time.

WaterNSW Leadership & Performance Competencies

People	Level	
Communicating with Influence	B	<ul style="list-style-type: none"> Tailors communication to suit the audience and uses a range of influencing techniques to build support Supports messages with relevant examples, demonstrations and stories

		<ul style="list-style-type: none"> Communicates issues clearly with different audiences Handles challenging questions confidently and constructively
Managing Change	B	<ul style="list-style-type: none"> Understands risks and opportunities of change and is able to take action to ensure the change is successful Understands the range of reactions to change and actively manages these Identifies and addresses stakeholder resistance to change Communicates key information and wider reasons for change Gains stakeholder support and generates enthusiasm about change

Customer	Level	
Collaboration & Engagement with Customers and Stakeholders	B	<ul style="list-style-type: none"> Builds and maintains relationships with individuals from other work groups to accomplish shared goals Adapts approach to meet the needs of a broad range of customers and stakeholders

Business	Level	
Continuous Improvement	B	<ul style="list-style-type: none"> Analyses current processes and practices to identify opportunities for improvement Identifies patterns in data and information and implements improvements based on this analysis Has knowledge of and able to apply appropriate continuous improvement tools to achieve the best outcome

		<ul style="list-style-type: none"> Undertakes improvement projects within own team or business area to improve outcomes by utilising innovative thinking
Planning & Delivering Results	A	<ul style="list-style-type: none"> Completes work in a timely manner to expected standards Identifies issues or roadblocks, looks to solve first and if needed advises upwards Plans and organises work by drawing on necessary tools and resources Monitors the progress of plans and deliverables Identifies more critical and less critical activities; adjusts priorities when appropriate Displays drive and a clear focus on achieving results

Mandatory Candidate Requirements

Qualifications:

- Current NSW driver's licence.

Knowledge:

- Demonstrated extensive knowledge and experience in Asset Management.
- Working knowledge of international asset management and risk standards, ISO55000 (Asset management) and ISO31000 (Risk Management).

Experience:

- Experience in risk analysis, evaluation and assessment to meet business objectives.
- Experience in producing asset management strategies, policies and practices within the context of a Strategic Asset Management Plan.
- Experienced communicator with a capacity to prepare complex technical reports, briefing papers and presentations.

Favourable Candidate Requirements

- Experience in the development and implementation of certified business management systems (Asset Management, Quality, Environmental or similar).
- Knowledge of WaterNSW operating environment and its regulatory requirements.

- Experience in liaising, consultation, negotiating and resolving conflicts and managing stakeholder and client relationships.
- Experience in managing water infrastructure assets.
- Deep understanding of asset management principles and practices as applied to water infrastructure.
- Knowledge and understanding of total asset management planning, financial and computer-based modelling.

Pre-Employment Checks Required

- Identification
- Qualifications
- Drivers Licence
- Pre-employment Medical – office based
- Police Check