



POSITION DESCRIPTION

Role Title:	Trainee System Controller
Reports To:	System Control Manager
Direct Reports:	Nil
Location:	Invercargill

POWERNET

Our Purpose: Safe | Efficient | Reliable: Power to Communities

Our Critical Success Factors

- Safety Always
- Customer Focus
- Continuous Improvement
- Passionate Empowered People
- Courageous Leadership

PURPOSE OF THE SYSTEM CONTROLLER ROLE

Role Purpose: To learn and gain competence with system control operations to operate the networks effectively and reliably

KEY RELATIONSHIPS

Internal		
<ul style="list-style-type: none"> • PowerNet Staff • Contractors 	Conversational, liaison, Technical Advice	Daily
External		
<ul style="list-style-type: none"> • Public • Customers 	Conversational, Liaison	Daily

KNOWLEDGE AND EXPERIENCE, SKILLS AND ATTRIBUTES REQUIRED

Essential Criteria

Qualifications:

- New Zealand Certificate in Electricity Supply Level 3 – Field Switching or equivalent.

Registration and Licences

- EWRB Registered Line Mechanic with current Practicing Licence. Current Full Drivers Licence Class 1.

Preferred Criteria:

Qualifications:

- Attainment or currently studying towards a Level 5 or Level 6 New Zealand Certificate or Diploma in Electricity Supply Network Operator
- Network Access Certificate, Plant Operators Certificate or equivalent.



Registration and Licences –

Experience Knowledge and Skills

- Minimum of 5 years' post registration experience as a Line Mechanic working within a HV environment and or a minimum of 7 years' experience working within the electricity supply industry.
- Computer literate and an understanding of the basic Microsoft Office Suite of products.
- Knowledge and competency in use of the SCADA system.

Attributes:

- Capable of projecting a positive image of the company
- Good communication skills
- Innovative and proactive
- Analytical
- Adaptability and flexibility
- Methodical and analytical
- Calm in a crisis
- Good telephone manner
- Able to make decisions
- Maintains a strong and consistent focus on industry safety standards applicable to areas of practice (SMEI).

I am responsible for	What is expected of me
System Control	<ul style="list-style-type: none"> • Assist with operating the managed distribution networks with the required levels of system control operations including SCADA, permit management and quality of supply. • Assist with the carrying out and direction of switching operations on the network, and related Transpower equipment under PowerNet control. • The accurate recording of the required operating data. • Assist with operating the system to minimise the costs of losses. • To assist with the management faults response, planned and unplanned network outages including the expeditious restoration of supply to customers. • To ensure employee, contractor and public safety is maintained.
Training and Development	<ul style="list-style-type: none"> • Explore opportunities to extend the knowledge of your own skills and training. • Attendance at six monthly safety training courses • All learning obligations and requirements are met
Other Duties	<ul style="list-style-type: none"> • Undertake such other responsibilities as may be reasonably required from time to time.

Success Factors	What success looks like
Safety Always	<ul style="list-style-type: none"> • You and the others you interact with, go home unharmed by choosing safer behaviours



	<ul style="list-style-type: none"> • If something goes wrong, you report it immediately • You are adopting the new safety requirements with an open mind set
Efficiency and Reliability	<ul style="list-style-type: none"> • You are ready to do your tasks • Stepping forward to be self sufficient • Set up with the right equipment and organised • You look for ways to get the job done rather than talking about why you can't do it
Customer Focus	<ul style="list-style-type: none"> • Build strong relationships with all customers/clients and employees • Provides a service to our customers that go beyond their expectations • Identify any opportunities that may benefit our customers
Continuous Improvement	<ul style="list-style-type: none"> • You make suggestions and identify ways to make things better • Stay involved to make it happen • You bring ideas and contribute to the final decision • Avoid the trap of expecting others to solve your problems • You bring an open mind set to change
Courageous Leadership	<ul style="list-style-type: none"> • Your behaviour reflects the Company's vision and values • Lead from the front in health and safety practices • Bring new ideas to develop our business • Assist in providing a culture within PowerNet we can all be proud of

Note: The above example measures are provided as a guide only. The precise performance measures for this position will require further discussion between the job holder and manager and may be included in performance review accountabilities.

Incumbent: _____

Date: _____