

POSITION DESCRIPTION

POSITION TITLE	Team Leader Asset Management
CLASSIFICATION	SRW Enterprise Agreement Professional Services Band E plus employer contribution to superannuation in accordance with the <i>Superannuation Guarantee (Administration) Act 1992</i> .
BUSINESS UNIT	Asset Futures
ENGAGEMENT	Full Time Ongoing
LOCATION	Negotiable across SRW major offices
REPORTING LINES	Reports to: Manager Asset Management Direct Reports: Engineer – Electrical and Control Systems Asset Manager – East Asset Manager - West Asset Planning Engineer Technical Officer – Electrical and SCADA
DELEGATIONS	This position has authority to make decisions and direct activities for SRW as conferred by Southern Rural Water's Instrument of Delegation and as set by: • a level 3 financial delegation • this position description • other directions or instructions specified by SRW or a SRW delegate
EXPENDITURE	Opex and Capex: dependant on the projects and programs being planned and delivered.

POSITION OBJECTIVE

The Team Leader Asset Management provides leadership and technical expertise to ensure SRW's assets are managed in accordance with the Asset Management Policy and best practise standards. The role leads staff and consultants in the development of short- and long- term capital

and operational budgets, the implementation of asset management improvement plans, and capital planning activities.

By applying engineering capability and strategic asset management principles, the Team Leader will deliver sustainable investment planning that supports safety, efficiency, customer value, and long-term business resilience.

POSITION SPECIFIC RESPONSIBILITIES

- Support the Manager Asset Management in leading asset planning projects and initiatives, ensuring alignment with the Strategic Asset Management Plan and Asset Management Improvement Plan.
- Lead the development and implementation of plans, reports and tools for various stages of asset lifecycle management (e.g. asset management plans, asset class plans, condition assessment and asset criticality).
- Drive improved asset management processes and practices across the organisation, ensuring alignment with ISO 55001 and compliance with the Asset Management Accountability Framework (AMAF).
- Provide technical engineering expertise to lead the development of asset planning activities including problem statements, options analyses, concept designs and preliminary business cases, to inform capital delivery projects/programs of work; completed in a timely manner and to meet business requirements.
- Contribute to sustainable asset solutions that optimise safety, operability, technology, cost, customer outcomes, system performances and risk-reduction.
- Developing financial models for assets (e.g., renewal models, lifecycle cost models) to inform short- and long- term capital and operation planning; including the development of unit rates for assets treatment and intervention options.
- Coordinate the establishment of capital investment plans and project prioritisation parameters for the Annual Corporate Plan and the five-year Price Submission, including coordination of project/program planning phase activities.
- Manage project planning milestones, engagement of specialist consultants and contractors as required, including procurement, contract management, reporting and project close-out.
- Maintain and build the required internal and external relationships to drive continuous improvement towards asset management best practise.
- Collaborate with Capital Delivery teams and Dam Safety in delivering asset management, ANCOLD and business improvement initiatives.
- Participate in and support governance processes, including project steering committees, working groups, and technical sub-committees.

PEOPLE MANAGEMENT

- Undertake regular meetings with all direct reports and provide constructive feedback, coaching and direction to ensure position requirements are being met effectively and efficiently.
- Ensure formal performance appraisals are undertaken for all direct reports and staff, twice per annum and recorded within the appraisal/reporting system.
- Ensure all direct reports, staff (and self) are aware of and adhere to, organisational policies and OH&S requirements.
- Ensure all direct reports and staff are developed to meet the technical, skill, governance and compliance requirements of their role.

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- Ensure effective and timely communication of relevant matters via individual and/or business unit meetings.
- Ensure the effective recruitment and training of staff.

OPERATIONAL RESPONSIBILITIES

- Ensure that service levels and other targets are continually met and liaise with stakeholders to resolve any impacting issues.
- Implement all business unit policies and processes.
- Coordinate continuous improvement by ensuring that all opportunities for improvement are identified and implemented.
- Work collaboratively with all teams and other stakeholders to ensure that effective internal and external customer service is delivered and established.
- Maintain currency of technical skills and knowledge (self and staff) to ensure work is performed as per the requirements of the role.
- Maintain complete and accurate records of all work-related activities including documentation and administration as per the group's requirements and organisation's records management policy and adherence to the organisations written style

SCHEDULING RESPONSIBILITIES

- Regularly monitor and report on work and activity progress against individual and team corporate performance indicators and project or program targets.
- Understand the contribution of own work towards the achievement of team, business unit and strategic organisational goals.
- Fulfil emergency related functions including filling an incident management team position, by mutual agreement, in the event that a CIMP is enacted.

HEALTH, SAFETY AND WELLBEING

- Ensure all team members (and self) are aware of and adhere to, SRW policies and OH&S requirements.
- Work in a manner that leads, demonstrates, and ensures adherence to OH&S requirements.
- Report any hazards, hazardous situations, notifiable incidents, including 'near misses' to immediate supervisor.
- Participate in the resolution of safety issues.

KNOWLEDGE SKILLS AND ABILITIES

- 6 + years' experience in water industry or asset management and/or qualifications and experience in any of the following fields would be highly regarded:
 - Civil, mechanical or electrical engineering.
 - Climate adaptation.
 - Project management.
 - Construction.
- Demonstrated knowledge and a high level of competence in the planning of systems of water infrastructure, and their general operation and performance.
- Demonstrated experience in engineering practice, preferably in project management and strategic infrastructure planning.

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- Demonstrated ability to develop sustainable long term infrastructure plans to optimise outcomes, whilst ensuring short term planning requirements are delivered within timeframes and budgets.
- A detailed understanding of the environment in which infrastructure projects are planned.
- Excellent written report and presentation skills, particularly the ability to explain complex issues in terms tailored to suit varied audiences.
- Ability to think creatively to understand and identify solutions for complex problems.
- Leadership and Supervising - Serves as a role model when leading and supervising others. Provides his/her team with clear direction, promotes a dynamic working climate and empowers others. Is open to new ideas and demonstrates creativity in search of excellence.
- Knowledge and Sharing - Identifies and establishes systems and mechanisms to facilitate development of best practice and knowledge management. Encourages staff members to learn continuously and to share knowledge through mentoring, networking and development, and training opportunities.
- Judgment / Decision Making - Consults with and seeks advice at the appropriate managerial level when making complex decisions. Facilitates dialogue and development of best practice to support judgement/decision making, in full compliance with the SRW's policies and other regulations.
- Change Management - Creates an open climate fostering creativity, innovation and acceptance. Sets the agenda for change and foresees the impact of change on his/her team.
- Commitment to Continuous Improvement - Assesses the effectiveness of functions and systems as well as current practices; streamlines standards and processes and develops innovative approaches to programme development and implementation.
- Achieving Results - Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the business unit's programme. Evaluates his/her results realistically, drawing conclusions from lessons learned.
- Planning and Organising - Sets clearly defined objectives for himself/herself and the team or Section. Identifies and organises deployment of resources based on assessed needs, considering possible changing circumstances. Monitors team's performance in meeting the assigned deadlines and milestones.
- Teamwork - Encourages teamwork, builds effective teams, and resolves problems by creating a supportive and collaborative team spirit, remaining mindful of the need to collaborate with people outside the immediate area of responsibility.

QUALIFICATIONS

- A tertiary qualification in an engineering discipline, making the applicant eligible for full membership of Engineers Australia or equivalent.
- Membership to a professional association (or ability to obtain).

PRE-REQUISITES

- Possess and maintain a current Victorian driving licence.
- Possess and maintain relevant qualifications & licences pertaining to role.
- Ability to travel to and work from other SRW Office locations as required.

SRW VALUES

Adherence to Southern Rural Water's Values as described below:

We are **always safe** and **accountable** working as **one team** to deliver a lasting **legacy**.

DIVERSITY AND GENDER EQUALITY

At SRW we value a diverse workforce, we acknowledge that it is our responsibility to create gender equality and inclusive workplaces where everyone can be their best self, regardless of gender.

EMPLOYEE POLICES

All SRW staff are required to comply with the Code of Conduct for Public Sector Employees, which can be found by visiting <http://vpssc.vic.gov.au/resources/code-of-conduct-for-employees/>

DATE APPROVED	October 2025
APPROVED BY	General Manager Asset Futures