



APPLICANT INFORMATION PACK

Director Hydro Power

Overview

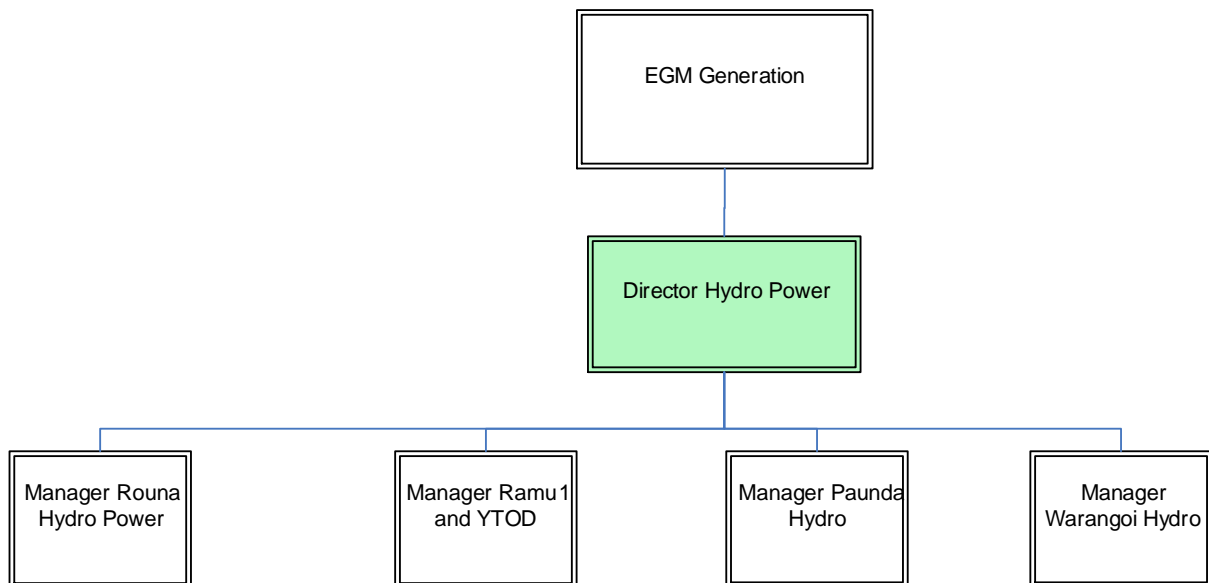
The Role

Reporting to the Executive General Manager Generation, this position is responsible to assume overall responsibilities for the hydro power generation in terms of;

- Managing maintenance of hydro plants, managing plant operation, Managing Maintenance Improvement & Delivery, Managing Work Control Systems Management, Operational Risk Management and Managing Service Contractor & Emergency Preparedness.
- Overseeing and managing the Hydro Maintenance workforce and workflow, in designated areas, including establishing of a safe and conducive work environment, and addressing relevant issues.
- Overseeing and managing the delivery of PPL's short to medium term Hydro Maintenance Programs by coordinating planned (scheduled) and unplanned maintenance activities on all PPL's hydro plants.

Reporting Relationships

This role reports to the Executive General Manager Generation. The team structure is depicted below.



Key Responsibilities and Accountabilities

The following table highlights this position's key responsibilities and accountabilities. It is not an exhaustive list however, and the position holder can expect to be engaged in other activities where they can add value to PPL and for which they are competent.

You are <u>responsible</u> for the following activities at a regional level	You are <u>accountable</u> for how well the following deliverables are achieved
Facilities Ownership	<p>To manage ownership responsibility for all PPL's Hydro plant assets, within Director Hydropower's delegated jurisdiction, with associated responsibilities assigned and accepted</p> <p>Management of and assisting in the development of Hydro Generation plant assets and facilities register</p> <p>Assigning and communicating Hydro generation plant and facilities to relevant staff, documenting these assignments and updating ownership changes</p>
Managing maintenance of hydro plants	<p>To coordinate short to medium term planned and unplanned Hydro maintenance activities and resources in an organised, efficient and cost effective manner</p> <p>To oversee and manage the generation of daily, weekly, monthly, periodic and one-off Hydro maintenance schedules</p> <p>Timely communications to key stakeholders (i.e. Maintenance Dispatch, Work Control teams, Generation managers, etc.)</p> <p>Overall accountability for the performance of the Hydro maintenance scheduling process, including regular evaluation and dealing with root causes of incomplete maintenance tasks</p> <p>To coordinate and ensure Hydro maintenance resources are available and efficiently dispatched for both planned and unplanned maintenance activities</p> <p>To oversee and ensure that Hydro maintenance activities are prioritised appropriately</p> <p>Securing Hydro inventory, human resources, facilities and equipment on time</p>
Managing Maintenance Delivery	<p>To manage and ensure organisation's Hydro plant is maintained safely and in accordance with the direction provided in the maintenance programme, maintenance schedules and job plans</p> <p>Hydro maintenance activities, tasks and resources assigned and communicated to the Hydro Maintenance Team in a timely manner</p> <p>Ensure contingencies in place to respond to unplanned maintenance activities</p>
Managing Maintenance Improvement	<p>To improve the performance of the organisation's Hydro operating plant and equipment, and resource allocation</p> <p>Coordinating and managing Hydro maintenance improvement efforts</p>
Managing plant operation	To oversee and competently operate plant Hydro maintenance

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	<p>assets, and to ensure the safety of plant, staff, public and environment</p> <p>To manage and coordinate the development of Hydro plant and facilities SOPs, and reviewing them periodically</p> <p>To oversee that Hydro plant and stations are operated as described in SOPs and manuals</p> <p>To ensure Hydro plant isolated and made safe for maintenance, and successfully restored to service after maintenance</p> <p>To ensure staff competencies are checked periodically, and necessary training is provided</p>
Managing Work Control Systems Management	<p>To provide an efficient, structured and controlled approach to the delivery of PPL's Hydro maintenance programme within Director Hydropower jurisdiction</p> <p>To manage overall technical capability of Generation Hydro maintenance efforts, including overseeing that plant warranties and staff certification requirements are complied with</p>
Coordinating Data Capture and Recording	<p>To ensure a comprehensive Hydro plant and equipment history data set for maintenance planning and analysis, performance engineering and for condition-based maintenance, is generated and maintained at all times.</p>
Operational Risk Management	<p>To manage Hydro operational risks by performing risk analysis and coordinating the implementation of mitigation activities and documentation</p>
Emergency Preparedness	<p>To manage the development and establishment of a Hydro Generation Emergency Management Plan/Programme for designated Hydro systems, including developing and establishing the associated policies and procedures, and auditing them periodically</p>
Managing Service Contractor	<p>To oversee and ensure that Hydro maintenance contractors deliver value to the organisation, and that the contractor and PPL satisfy their legal and commercial contractual obligations</p> <p>To oversee the reviewing, monitoring and reporting of all Hydro maintenance contract services, and addressing or escalating relevant issues to management, including variation management</p> <p>To ensure all Hydro maintenance projects are conducted in accordance with company policies, procedures and standards, achieve their objectives safely, on time and within budget</p> <p>Managing and coordinating variations, progress reporting and documentation</p>
Logistics & Inventory Management	<p>To manage and oversee the provision of transportation, including temporary housing resources, to enable the execution of Hydro maintenance activities</p>

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	<p>Managing access and availability of heavy vehicle, plant and facilities for Hydro maintenance activities, and coordinating fleet vehicle needs to the Transportation Division</p> <p>To maintain optimal levels of core asset inventory and equipment required to undertake Hydro maintenance activities</p> <p>Determining critical spares, replenishment levels and frequencies, budgeting for inventory & communicating needs to Procurement</p>
Workforce Management	<p>To ensure the manpower resources are available for effective delivery of Director Hydropower designated Generation maintenance activities</p> <p>Developing Hydro Maintenance staff KPI's</p> <p>Enhancing staff capability – new skills acquired and developed</p> <p>Succession planning, developing a positive work culture, a conducive work environment and remunerating staff appropriately</p>
Health, Safety & Hazard Management	<p>To ensure PPL's Hydro facilities are safe and healthy, meet regulatory standards, and hazards routinely identified and action plans implemented for removing or mitigating the risks involved</p> <p>Developing, establishing, communicating and auditing Generation Hydro health and safety hazard management plan, policies and procedures</p>
Operating budget and Management	<p>To coordinate and prepare a bottom up Hydro Generation budget that optimizes the balance between available financial resources and prioritized maintenance activities</p> <p>Reviewing and reporting on budgeting performance to management, periodically</p> <p>Coordinating the adjusting of Hydro generation budgets and communications thereof</p>
Licensing and Compliance	<p>To ensure that Hydro Generation team complies with its consents to operate Hydro assets and that company policy and legislative requirements and the people working within it maintain the licenses and certificates necessary to safely, legally and competently carry out their duties – i.e. 'maintaining a license to operate'</p> <p>Managing and overseeing Hydro Generation licensing and compliance documentation</p>
Team Management	<p>The Director Hydropower function's resources are commensurate with the needs of the business and comply with both company and legislative requirements</p> <p>Members of the Hydro Maintenance team know and understand the strategic direction of PPL and their respective roles and responsibilities, including acceptable behaviours and</p>



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	standards of performance expected of them
Relationship Management	<p>Positive and constructive relationships are established and maintained with fellow members of the PPL Team</p> <p>Members of the wider PPL Team and relevant functional Divisions are appropriately involved in and kept informed of Hydro Maintenance team's activities and matters affecting their areas of responsibility</p> <p>Strategic level relationships are established and maintained with the Hydro Maintenance team's key stakeholders</p>

Selection Criteria

1. A University qualification in Electrical or Mechanical Engineering and or post graduate qualifications in related field or a tertiary qualification that includes a significant portion of technical and engineering study related to the energy sector.
2. Significant experience in executive or senior management particularly in the energy sector and must have a strong technical or asset management of a large organization background.
3. Be able to demonstrate success in organization transformation, strategic thinking with a result-oriented focus, have strong business acumen and be recognized as an inspirational leader.
4. Successful track record in overseeing and managing the delivery of Hydro Maintenance Programs
5. Sufficient experience and success in liaising with key internal and external stakeholders, managing projects, developing and establishing organization wide policies, procedures and standards in relation to Operational Risk Management, Emergency procedures and Health, Safety and Hazard Management applicable for power industry
6. Working for a service delivery organization/in a service delivery function
7. Strong technical or asset management skills, people management skills and be able to demonstrate success in organization transformation, have strong business acumen and be recognized as an inspirational leader.
8. You will need to be a person that is; Driven to create change with proven capabilities, Forward thinking, strategic and disciplined, Inspiring, caring and works well with others for superior results, Takes personal accountability and Customer centric.

Remuneration

An attractive remuneration package is on offer, and salary will be commensurate with experience and qualifications.

How to apply?

Please review the following *essential* requirements for application to this role.

Director Hydro Power

What to submit with your application?

A. Response to the Selection Criteria. Please provide details of your prior skills and experience in accordance with each of the Selection Criteria detailed below. Your response should be no more than a total of three pages, with 2-3 paragraphs for each Selection Criteria.

- 1. A University qualification in Electrical or Mechanical Engineering and or post graduate qualifications in related field or a tertiary qualification that includes a significant portion of technical and engineering study related to the energy sector.*
- 2. Significant experience in executive or senior management particularly in the energy sector and must have a strong technical or asset management of a large organization background.*
- 3. Be able to demonstrate success in organization transformation, strategic thinking with a result-oriented focus, have strong business acumen and be recognized as an inspirational leader.*
- 4. Successful track record in overseeing and managing the delivery of Hydro Maintenance Programs*
- 5. Sufficient experience and success in liaising with key internal and external stakeholders, managing projects, developing and establishing organization wide policies, procedures and standards in relation to Operational Risk Management, Emergency procedures and Health, Safety and Hazard Management applicable for power industry*
- 6. Working for a service delivery organization/in a service delivery function*
- 7. Strong technical or asset management skills, people management skills and be able to demonstrate success in organization transformation, have strong business acumen and be recognized as an inspirational leader.*
- 8. You will need to be a person that is; Driven to create change with proven capabilities, Forward thinking, strategic and disciplined, Inspiring, caring and works well with others for superior results, Takes personal accountability and Customer centric.*

[NOTE: The above selection criteria **must** be specifically addressed in order to be considered for the position. Applications not addressing this selection criterion may not be considered for the role.]

B. Curriculum Vitae. Please provide a copy of your curriculum vitae, including details of your work experience and qualifications.

C. Referees. Please provide the names and contact details of three referees who can provide a reference on recent and past work experience. Details should include current phone numbers and email addresses.



When to submit?

Applications delivered by hand must be received by **COB Tuesday 25th September, 2018**.
Late applications may not be considered.

How to submit?

The preferred method of submission is by email to **recruitment@pngpower.com.pg** clearly indicating the subject as **"LEAD-VAC"**

You may also submit your application through mail or hand delivered to the following addresses:

Postal Address: The Recruitment Officer
PNG Power Ltd
P O Box 1105, BOROKO, NCD

Hand Delivered: PNG Power Head Office, Cnr Wards Road, Hohola, NCD