



APPLICANT INFORMATION PACK

Executive General Manager Transmission & Distribution

Overview

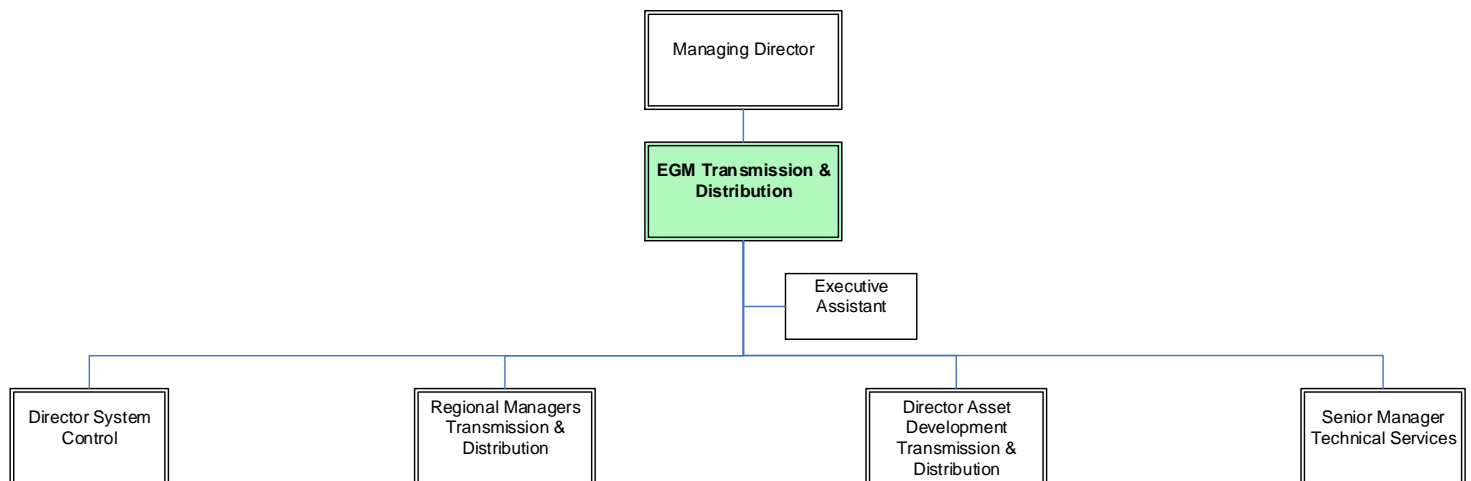
The Role

Reporting to the Executive General Manager Transmission & Distribution, this position is responsible to assume overall responsibilities for Asset Development Transmission & Distribution in terms of;

- Leading T&D asset management/maintenance programs, Developing T&D asset management plans & strategies, providing advice on effective asset management principles, developing recommendations on existing and proposed generation assets and Managing PPL's capital work of T&D projects/programs.
- Development and implementation of T&D asset management strategies supported by high quality asset management policies, systems and practices to achieve optimal return on investment and effective deployment of PNG Power's T&D infrastructure and/or equipment portfolio
- Overseeing & Managing workforce and workflow, in designated areas, including establishing of a safe and conducive work environment, and addressing relevant issues.

Reporting Relationships

This role reports to the Managing Director. 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 valued to PPL and for which they are competent.

You are responsible for the following activities	You are <u>accountable</u> for how well the following deliverables are achieved
Leadership of the Generation Division	<ul style="list-style-type: none"> • Monitor the allocation and direct the resources within the Transmission & Distribution Division to ensure the achievement of deliverables articulated within applicable Work Plans and identified projects, whilst maintaining a high level of service for business as usual activities. • Maintain effective communication with direct reports to ensure advice provided and decisions made are well informed. • Hold direct reports accountable to their responsibilities and results.
Strategic Management	<ul style="list-style-type: none"> • Identify, develop and deliver strategies that support the sustainability of the organisation, to best position the organisation for future government funding opportunities. • Lead business transformation by the delivery of improvement projects that support the organisation to continuously and measurably improve processes, productivity, innovation and collaboration.
Facilities Ownership	<ul style="list-style-type: none"> • To manage ownership responsibility for all PPL's T&D plant assets, within EGM Transmission and Distribution delegated jurisdiction, with associated responsibilities assigned and accepted Management of and assisting in the development EGM Transmission and Distribution plant assets and facilities registers • Assigning and communicating EGM Transmission and Distribution plant and facilities to relevant staff, documenting these assignments and updating ownership changes
Workforce Management	<ul style="list-style-type: none"> • To ensure the manpower resources are available for effective delivery of EGM Transmission and Distribution designated operational T&D activities • Developing T&D staff KPI's • Enhancing staff capability – new skills acquired and developed • Succession planning, developing a positive work culture, a conducive work environment and remunerating staff appropriately
Emergency Preparedness	<ul style="list-style-type: none"> • To ensure the organisation has the capability resource and processes to effectively and efficiently manage T&D operational emergency situations, minimising its impact and effect • To manage the development and establishment of an

	Emergency Management Plan/Programme for designated T&D systems, including developing and establishing the associated policies and procedures, and auditing them periodically
Operational Risk Management	<ul style="list-style-type: none"> To manage PNG Power's T&D operational risks by performing risk analysis and coordinating the implementation of mitigation activities and documentation
Logistics	<ul style="list-style-type: none"> To manage and oversee the provision of transportation, including temporary housing resources, to enable the execution of T&D activities Managing access and availability of heavy vehicle, plant and facilities for T&D activities, and coordinating fleet vehicle needs to the Transportation Division
Health, Safety & Hazard Management	<ul style="list-style-type: none"> To ensure PPL's T&D facilities are safe and healthy, meet regulatory standards, and hazards routinely identified and action plans implemented for removing or mitigating the risks involved Developing, establishing, communicating and auditing T&D health and safety hazard management plan, policies and procedures
Inventory Management	<ul style="list-style-type: none"> To maintain optimal levels of core asset inventory and equipment required to undertake T&D Operational activities Determining critical spares, replenishment levels and frequencies, budgeting for T&D inventory & communicating needs to Procurement
Maintenance Scheduling	<ul style="list-style-type: none"> To assign and manage short to medium term planned and unplanned T&D maintenance activities and resources in an organised, efficient and cost effective manner To oversee and manage the generation of daily, weekly, monthly, periodic and one-off T&D maintenance schedules Timely communications to key stakeholders (i.e. Maintenance Dispatch, System Controllers, T&D Managers, Team Leaders, etc.) Overall accountability for the performance of the T&D scheduling process, including regular evaluation and dealing with root causes of incomplete maintenance tasks
Plant Operating	<ul style="list-style-type: none"> To oversee and competently operate plant T&D assets, and to ensure the safety of plant, staff, public and environment To manage and coordinate the development of T&D plant and facilities SOPs, and reviewing them periodically To oversee that T&D plant and stations are operated as described in SOPs and manuals To ensure T&D plant isolated and made safe for maintenance, and restored to service successful after maintenance To ensure staff competencies are checked periodically, and necessary training is provided

Work Control Systems Management	<ul style="list-style-type: none"> To provide an efficient, structured and controlled approach to the delivery of PPL's T&D maintenance programme within jurisdiction To manage and coordinate access to plant with Directors and Regional Managers such that plant is competently, safely and effectively operated and dispatched To manage overall technical capability of PNG Power's T&D efforts, including overseeing that plant warranties and staff certification requirements are complied with
Maintenance Dispatch	<ul style="list-style-type: none"> To coordinate and ensure T&D maintenance resources are available and efficiently dispatched for both planned and unplanned maintenance activities To oversee and ensure that T&D maintenance activities are prioritised appropriately Securing T&D inventory, human resources, facilities and equipment on time
Data Capture and Recording	<ul style="list-style-type: none"> To generate and maintain a comprehensive T&D plant and equipment history data set for maintenance planning and analysis, performance engineering and for condition-based maintenance
Maintenance Delivery	<ul style="list-style-type: none"> To manage and ensure PNG Power's T&D plant is maintained safely and in accordance with the direction provided in the maintenance programme, maintenance schedules and job plans T&D maintenance activities, tasks and resources assigned and communicated to T&D personnel in a timely manner Contingencies in place to respond to unplanned maintenance activities
Maintenance Improvement	<ul style="list-style-type: none"> To improve the performance of PNG Power's T&D operating plant and equipment, and resource allocation Coordinating and managing T&D maintenance improvement efforts
Service Contractor Delivery	<ul style="list-style-type: none"> To oversee and ensure that T&D contractors deliver value to the organisation, and that the contractor and PPL satisfy their legal and commercial contractual obligations To Oversee the reviewing, monitoring and reporting of all T&D contract services, and addressing or escalating relevant issues to management, including variation management
Conditioning monitoring	<ul style="list-style-type: none"> To manage and assume overall responsibility for identifying and establishing the condition of PNG Power's T&D assets and ascertain whether they are performing optimally, so that maintenance improvement activities can be planned and invoked
Operating budget	<ul style="list-style-type: none"> To coordinate and prepare a bottom up T&D operational

and Management	<p>budget that optimizes the balance between available financial resources and prioritized maintenance activities</p> <ul style="list-style-type: none"> • Reviewing and reporting on budgeting performance to management, periodically • Coordinating the adjusting of T&D budgets and communications thereof
Maintenance Project Delivery	<ul style="list-style-type: none"> • To ensure all T&D maintenance projects are conducted in accordance with company policies, procedures and standards, achieve their objectives safely, on time and within budget • Managing and coordinating variations, progress reporting and documentation
Production Dispatch	<ul style="list-style-type: none"> • To ensure T&D production dispatch instructions are implemented and that PNG Power's energy products and services are delivered safely and to required standards
Licensing and Compliance	<ul style="list-style-type: none"> • To ensure that T&D Division complies with its consents to operate T&D 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' • Managing and overseeing T&D licensing and compliance documentation

Selection Criteria

The below selection criteria will be used to evaluate applications for the role. It is essential you meet and address this criterion as part of your application if you are intending to apply.

1. A university qualification in Electrical or Mechanical Engineering and or post graduate qualifications in Business, Management or related field.
2. Tertiary Project Management qualification or equivalent experience
3. The incumbent must be registered with the Institute of Engineers of Papua New Guinea.
4. Demonstrate a successful track record in a general management position within the power industry and have experience working on major asset development projects of a large organization.
5. Strong technical or asset management skills and be able to demonstrate success in organization transformation, have strong business acumen and be recognized as an inspirational leader.
6. Significant experience and be able to demonstrate success in Senior level Project Management covering large and complex heavy engineering projects, Establishing and managing large and complex commercial contracts and Significant negotiating experience
7. 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.

- 1. A university qualification in Electrical or Mechanical Engineering and or post graduate qualifications in Business, Management or related field.*
- 2. Tertiary Project Management qualification or equivalent experience*
- 3. The incumbent must be registered with the Institute of Engineers of Papua New Guinea.*
- 4. Demonstrate a successful track record in a general management position within the power industry and have experience working on major asset development projects of a large organization.*
- 5. Strong technical or asset management skills and be able to demonstrate success in organization transformation, have strong business acumen and be recognized as an inspirational leader.*
- 6. Significant experience and be able to demonstrate success in Senior level Project Management covering large and complex heavy engineering projects, Establishing and managing large and complex commercial contracts and Significant negotiating experience*
- 7. 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.*

How to apply?

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

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.

[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 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