

Title: Asset Management Team Leader

Reporting to: Head of Asset Management and Operations

Direct Reports: Asset Manager (x3) and Network Assets Condition Manager

PURPOSE OF POSITION

The Asset Management Team Leader reports to the Head of Asset Management and Operations and is a member of the Asset Management team of MainPower New Zealand Limited (the Company).

The Asset Management Team Leader is responsible for overseeing and coordinating the activities of the lifecycle asset management team. This includes fleet management, replacements and maintenance planning, budget management for those activities. Updating and improving the asset management plan, monitoring the delivery of the maintenance and replacement programs, and ensuring the assets meet their performance requirements such as safety, operability, and service.

The Asset Management Team Leader supports engineering decisions, risk assessment, contingency planning, and strategies for network enhancement and replacement.

POSITION VALUES

The Asset Management Team Leader:

- Puts safety first.
- Places our community and customers at the centre of everything we do.
- Is focussed on finding balanced cost-effective solutions, weighing cost / risk / performance.
- Is proactive and innovative, regularly generating new ideas and solutions that continually transform our network for optimal performance and resilience.
- Maintains a high level of professionalism – displaying a positive attitude, teamwork, and enthusiasm – always upholding MainPower's values.

KEY RELATIONSHIPS – INTERNAL AND EXTERNAL

- Service Delivery team
- Network Strategy and Planning team
- Engineering and Design team
- Network Operation team
- Field Services team
- External Contractors

ACCOUNTABILITIES	RESPONSIBILITIES AND PERFORMANCE MEASURE
<p>Leadership Provide support to the Head of Asset Management and Operations by effectively leading and organising the team.</p>	<ul style="list-style-type: none"> • Ensure all members of the team are regularly and appropriately communicated with, so that they understand the importance of their roles, the function, and the strategic direction of the business, and are kept informed of all relevant matters. • Support professional development within the team, ensure the team have the skills and capabilities they require for the role, and hold regular performance conversations with team members at the required frequency. • Take a lead role in developing and maintaining minimum standards for professionalism, customer service, and adherence to process. • Manage processes and workflow within the team's area of responsibility. Develop reporting to communicate team performance. • Actively seek opportunities to improve the function and associated business processes to increase efficiencies within the team.
<p>Asset Management Ensure the asset fleets are effectively managed throughout their lifecycles.</p>	<ul style="list-style-type: none"> • Ensure the asset management plan for replacements and maintenance is developed, maintain, and implemented successfully, in accordance with the expected timeframes. • Ensure that the appropriate asset related data and information is specified, collected, and maintained. • Evaluate asset performance in terms of asset lifecycle expectations, including asset fleet health • Utilise modern software solutions to enhance or develop asset management practices using data to create information, improving decision-making. • Ensure that the assets are maintained in accordance with the appropriate industry standards and practices. • Set maintenance and replacement budgets which achieve asset management objectives, informed by current delivery program effectiveness. • Manage asset fleet risks by analysing asset defects, fleet performance, identifying improvement

	<p>opportunities, monitoring industry trends and incidents.</p> <ul style="list-style-type: none"> • Ensure equipment non-performance is investigated, including equipment failure investigations to improve inspection, maintenance, and replacement programs. • Ensure that asset spares strategies / minimum holdings are developed, maintained, and underpinned by sound logic. • Ensure quality management system and resource consent requirements relating to assets are maintained. • Ensure asset decommissioning and disposal are considered in lifecycle decision-making processes, and plans exist. • Ensure asset health and criticality models are developed and used for asset management planning. • Maintain the Asset Fleet Strategies to reflect current practice, and ensure feedback loops exist to improve fleet strategy effectiveness based on actual asset performance.
<p>Work Pipeline Support the Service Delivery team as they deliver the maintenance and replacement programs</p>	<ul style="list-style-type: none"> • Monitor replacement and maintenance program delivery and overall budget achievement. • In conjunction with the Service Delivery team, ensure the coordinated transfer of assets from design to delivery, and to Practical Completion, with direct involvement where required. • Resolve any variations requests from Service Delivery, as required, to ensure budgets are met. Escalate when required.
<p>Documentation Supports Company practices by ensuring all administration processes and procedures are best practice and report on all areas of responsibility as required.</p>	<ul style="list-style-type: none"> • Maintain a full understanding of all the Company's policies, procedures, and practices. • Keeping accurate records of updates and discussions for handover to the relevant department or person. • Continuously evaluate and identify any opportunities or areas to drive improvement that can impact both the Company and the customer experience. • Maintain accurate Company records through updating customer and operational databases, electronic scanning of record documents and hard copy filing.

Health, Safety, Environment and Quality Support Contribute towards a positive culture towards health, safety, the environment, and quality.	<ul style="list-style-type: none"> • Positively contribute to the Company's health, safety, environment and quality culture through active support and adherence to internal policies and procedures. • Act as a role model for health, safety, environment and quality practices and policies. • Report all incidents and near misses and assist with incident investigation as required.
Team Participation Contribute to and work with the Assets and Capital Works team and wider Company to deliver a constructive workplace culture.	<ul style="list-style-type: none"> • Participate fully in meetings with colleagues, contributing as appropriate and supporting colleagues where necessary. • Develop positive and effective relationships with colleagues, other teams, suppliers, and contractors. • Provide support to MainPower during emergency response and adverse weather events. • Undertake any further responsibilities as reasonably requested by the Head of Asset Management and Operations.
Professional Development Undertake all professional development required to fulfil Asset Management Team Leader competencies and accountabilities.	<ul style="list-style-type: none"> • Actively participate in all performance reviews with the Head of Asset Management and Operations. • Regularly updates knowledge and skills through identifying effective training and education opportunities.

COMPETENCIES – ATTRIBUTES AND BEHAVIOURS

To be effective in the position, the Asset Management Team Leader must have and be able to consistently demonstrate the attributes and behaviours described below:

- A strong commitment to MainPower's values, including health and safety.
- Mental agility, comfortable thinking about and managing complex problems.
- Organised, able to manage many parallel activities at once, while meeting deadlines and expectations.
- Commercial acumen combined with sound judgement – you understand key drivers, opportunities, and develop an approach which benefits MainPower's customers and shareholders.
- Professionalism – be a credible and trustworthy person who holds the respect and loyalty of all stakeholders.
- Process-oriented – considers how to work systematically and implement quality systems.
- Decisiveness – makes decisions when required, without delay.
- You get things done and make things happen, you are a "driver" with a results-orientated approach.
- Tenaciously pursues goals, showing focus in the face of opposition.
- Collaborative, you actively work to support the goals and objectives of others in the wider business.

- Be proactive, energetic, enthusiastic, and positive in all dealings with colleagues and customers.

COMPETENCIES – SKILLS AND EXPERIENCE

To be effective in the position, the Asset Management Team Leader must have and be able to demonstrate the following skills and experience:

- Strong people and professional relationship skills, relates well to a wide range of people with different roles or backgrounds.
- Time management and organisational skills, focussing on tasks, consistently prioritising work.
- A working knowledge of electricity industry assets, preferable distribution network assets.
- Relevant exposure to Asset Management practices.
- A relevant qualification.
- Highly competent using a wide range of contemporary business software, a skilled user of computers.
- You have excellent communication skills – oral, written, and interpersonal.
- Current New Zealand drivers' licence.
- Knowledge of electricity industry regulations for construction and maintenance of Works is desirable but not required.

This document is not intended to be exhaustive in terms of detailing the role and responsibilities of the position but to at least to provide a 'flavour' of the requirements of the role – you may be asked to complete other duties for the betterment of the business from time to time.