

POSITION DESCRIPTION

Project Controller (Major Overhauls)



Reports to:	Outage Manager (Planning & Governance)	Location:	Murray Region (Khancoban)	% of FTE:	100%
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Purpose (why does the role exist?) This position is responsible for gathering, managing and analysing data and processes to predict, understand and constructively influence the time and cost outcome of the Hydro Major Overhauls program. Reporting to the Outage Manager (Planning & Governance), this role supports the assurance and oversight of the scoping, planning and execution of Hydro Major Overhauls.

Key Accountabilities (what are the 4-5 major areas of responsibility?)	Capability (what <i>minimum</i> knowledge & skills, both academic and experiential, are required to do the job?)
<p>Schedule Management (60%)</p> <ul style="list-style-type: none"> Develop, implement, document and manage a Schedule Management process for Hydro Major Overhauls including standard processes, tools, templates and plans. Develop detailed and resource loaded master schedules in MS Project in conjunction with all internal and contractor work leads. Complete daily schedule status updates and modifications with appropriate change control. Monitor schedule critical paths, earned value, milestones and risks against the baseline. Collaborate with the overhauls leadership team to identify schedule improvement opportunities <p>Cost Control (20%)</p> <ul style="list-style-type: none"> Develop, implement, document and manage a Cost Control process for Hydro Major Overhauls Develop & maintain the standard project WBS structure for Major Overhauls Develop & maintain approved project budgets for Major Overhauls Participate in the development of Requests for Financial Approval (RFA) Review project transactions for accuracy and applicability Perform regular re-forecasting to ensure accuracy of the Time Phased Budget Collaborate with Outage Manager & Contracts Manager to identify value improvement opportunities <p>Reporting (10%)</p> <ul style="list-style-type: none"> Provide accurate and timely reports to the overhauls leadership team to enable monitoring and management of the baseline project budget and schedule. Highlight risks relating to the project budget and schedule that may result in overruns Lead monthly project reporting in Project Online <p>General Tasks (10%)</p> <ul style="list-style-type: none"> Contribute data and/or information when required to assist with contractor claim management and dispute resolution Lead Risk workshops to identify project risks, assign actions and assurance activities Perform regular risk reviews with project stakeholders and maintain the register as a live project document. Contribute to the development and continuous improvement of a Hydro Major Overhauls management framework. Perform and other related tasks as requested by the Line Manager. 	<ul style="list-style-type: none"> Tertiary qualifications in a relevant engineering, or planning and scheduling discipline (Advanced Diploma or Bachelors Degree) Advanced MS Project skills essential, knowledge of Primavera P6 advantageous Demonstrated planning, scheduling and cost control experience in an industrial project environment. Mechanical and/or Electrical experience in Power Generation or a related industry Shutdown, Overhaul, Major Outage or Turnaround experience strongly desirable Experience with Computerised Maintenance Management Systems (CMMS) desirable. High level problem solving, organising, reporting & analytical skills Able to quickly and effectively adapt to changing circumstances and demands in a measured and constructive way Excellent business engagement skills, ability to effectively communicate commercial, project and risk matters to a wide range of personnel, both verbally and in writing. <p>Working relationships:</p> <ul style="list-style-type: none"> Outage Manager (Planning & Governance) Outage Managers (Execution) Contracts Manager Planning Officers Overhaul Administrators Outage Coordinators Quality & Asset Management Services Team Finance Team
<p>Safety, Values & Behaviours: Snowy Hydro has a focus and commitment to workplace safety and performance of roles in line with our company values and behaviours. This role treats all relationships as true partnerships, which involves mutual cooperation and responsibility toward meeting shared objectives. These requirements are not measured independently and are the foundations of successful performance.</p>	