

Asset Systems & Process Analyst

Working for the future of our state.

December 2024

HORIZON POWER

Position Title	Asset Systems & Process Analyst (S4043H01, S7023H09, S7002H03)		
Division	Operations	Business	System Operations – Asset Systems
Leader Title	Asset Systems Manager	Location	Bentley
Level	Salary Level 7	Direct reports	No direct reports
Horizon Power's purpose and link to this position	Delivering clean energy solutions for regional growth and vibrant communities with our shared purpose, values and empowering beliefs driving our culture. This role contributes to the Horizon Power Purpose by providing data interrogation, data standards, process review and management of the application sets for the management of power assets. Based on request, provide subject matter expertise for operational software and application sets (Ellipse, GIS and Network Management System and TCS).		

Position requirements

- Travel to regional WA as required
- WA Driver's License Class 'C' or 'C-A'
- Reasonable additional hours
- Responsibilities outlined below are indicative only and do not limit Horizon Power in assigning additional responsibilities within the employee's competency, experience, knowledge, and qualifications

Responsibilities – Our Ways of Being

Technical	• Manage and maintain asset systems for optimized outcomes – Safety, Reliability and Low Cost • Coordinate and solicit input from regions and commercial services on asset management tools • Reporting on asset data accuracy and system data extracts • Manage the asset database and maintain processes to check for sufficient data integrity • Manage the definition for the tools and processes for their use and evaluate technologies against other utilities
Financial	• Manage development of the frameworks / policies and guidelines to be cost effective • Manage for high efficiency and low cost in all activities • Deliver against cost targets / budget • Deliver development of cost-effective tools
People	• Manage safety in work activities associated with the performance within Asset Management Support • Participate with the development and achievement of a high performing culture • Contribute to an open and trusting working environment and a high performing team culture • Build and maintain relationships with key stakeholders, service providers, customers and industry • counterparts • Encourage a continuous improvement mindset and support innovation within the team and in the business • Manage own performance and provide technical leadership to others • Coach business users in good practice application of systems
Stakeholder relationships – Leading purposeful change	Developing and maintaining strong, effective working relationships with key stakeholders. • Internal: Information Technology, Asset Management, Field Staff, Operational Technology, TDT Projects, Regional Business Units, Change Management, Strategic Initiative Programs • External: Vendors (e.g. GE), external user groups, counterparts in similar businesses

Ad hoc requirements	• Completing ad hoc work in a timely manner as and when required

Qualifications	
Education	• Linesperson or IT Systems Certificate or Degree
Experience	**Essential** • Extensive knowledge in the management, interrogation and operation of IT based asset management, operational and maintenance planning systems is required. Extensive knowledge of asset management systems. • Considerable experience in an asset intensive, service focused industry is required **Desired:** • An understanding of the regulatory requirements for Asset Management Process documentation and improvement methodology
Key skills and abilities	**Essential:** • Strong verbal and written communication skills and the ability to positively influence outcomes • Excellent commitment to safety **Desired:** • A good understanding of the principles Asset Management techniques of infrastructure.
Competencies	
Thought	• **Makes Decisions:** Making good and timely decisions that keep the organisation moving forward • **Innovates:** Creating new and better ways for the organisation to be successful • **Customer Focus:** Building strong customer relationships and delivering customer-centric solutions • **Balances Stakeholders:** Anticipating and balancing the needs of multiple stakeholders
Results	• **Action Oriented:** Taking on new opportunities and tough challenges with a sense of urgency, high energy and enthusiasm • **Ensures Accountability:** Holding oneself and others accountable for meeting commitments • **Plans and Aligns:** Planning and prioritising work to meet commitments aligned with organisational goals
People	• **Collaborates:** Building partnerships and working collaboratively with others to meet shared objectives • **Communicates Effectively:** Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences
Self	• **Self-Development:** Actively seeking new ways to grow and be challenged, using both formal and informal development channels • **Situational Adaptability:** Adapting approach and demeanour in real time to match the shifting demands of different situations • **Instills trust:** Gaining the confidence and trust of others through honesty, integrity and sincerity