

**JOB DESCRIPTION**

<b>Position Title</b>	Outage Coordinator		
<b>Position Number</b>	38832	<b>Location</b>	Channel Island Power Station
<b>Designation</b>	TGEN Technical Coordinator		
<b>Reports To (Position Title)</b>	Lead Outage Manager		
<b>Northern Territory Government</b>			
<b>Information for Applicants</b>	<b>Applications must be limited to a one-page summary sheet and an attached resume/cv.</b> For further information for applicants and example applications see: <a href="#">OCPE website</a>		
<b>Special Measures</b>	Territory Generation values diversity in the workplace that represents the community. Therefore, under an approved Special Measures Plan, eligible Aboriginal and Torres Strait Islander (Aboriginal) applicants will be granted priority consideration for selection. For more information on Special Measures, go to the <a href="#">OCPE website</a> .		
<b>Information about Selected Applicant's Merit</b>	If you accept this position, a summary of your merit (including work history, qualifications, experience, skills, etc.) will be provided to other applicants to enable transparency and understanding of the decision. For further information see: <a href="#">OCPE website</a>		
<b>Organisational Context</b>			
Territory Generation is a Government Owned Corporation that was formed in 2014. We produce the majority of the electricity to provide power to the people of the Northern Territory. Our vision is to be the Northern Territory's trusted and respected energy services business. Our actions, words and behaviours are guided by a core set of values that form the foundation of everything we do. Our values are <b>Focus, Integrity, Respect, Safety and Teamwork (FIRST)</b> . We recognise that individually; our employees offer unique value and perspective and we are committed to a workplace that supports people from all backgrounds.			
<b>Employee Responsibilities</b>			
You will work as part of a team to safely and efficiently meet your agreed objectives which contribute to the shared vision for Territory Generation. You actively demonstrate the organisation's values and take accountability for your performance and behaviour. Key responsibilities:			
Focus	<ul style="list-style-type: none"> <li>• Demonstrates an awareness of the Vision and objectives of the Corporation.</li> <li>• Develops individual objectives and, where requested by direct supervisor, adjusts priorities to the needs of the business.</li> <li>• Tracks own performance in line with objectives on a regular basis.</li> <li>• Actively participates in performance reviews and feedback processes.</li> <li>• Remain self-disciplined and calm under pressure.</li> </ul>		
Integrity	<ul style="list-style-type: none"> <li>• Demonstrate the organisation's values.</li> <li>• Conduct business in line with the values and high ethical standards – considers values in business interactions.</li> <li>• Ensures compliance with legal, governance and policy requirements.</li> <li>• Deliver on commitments – where commitments cannot be delivered on, communicates openly and honestly and sets new timelines for delivery.</li> </ul>		
Respect	<ul style="list-style-type: none"> <li>• Takes accountability and responsibility for own actions.</li> <li>• Readily shares knowledge and expertise with others.</li> <li>• Actively supports the team and organisational goals.</li> <li>• Treats change and new situations as opportunities for learning and growth.</li> </ul>		
Safety	<ul style="list-style-type: none"> <li>• Demonstrates safe working behaviours in order to achieve an incident free and safe workplace.</li> <li>• Develops personal safety objectives.</li> <li>• Challenges unsafe behaviours from teammates.</li> <li>• Monitors and takes ownership of own safety performance.</li> </ul>		
Teamwork	<ul style="list-style-type: none"> <li>• Helps teammates feel valued and included in discussions.</li> <li>• Places higher priority on team than individual goals.</li> <li>• Shares important or relevant information with team or other affected stakeholders in a timely manner.</li> <li>• Speaks positively of teammates and other employees.</li> <li>• Focuses on personal growth and addresses development gaps which will help the achievement of performance goals.</li> </ul>		

<b>Role Responsibilities</b>			
<p>You will be responsible for the delivery of outages across Territory Generation by managing the preparation and execution of all outages.</p> <p>Your accountabilities include:</p> <ol style="list-style-type: none"> <li>1. Manage outage events from start to finish, including outage planning, schedule development, resources and cost planning, stakeholder management - pre/post outage meetings, event and mobilisation planning, outage execution, and close out.</li> <li>2. Conduct regular outage meetings with key stakeholders and produce regular outage reports.</li> <li>3. Engage with stakeholders and work collaboratively with various internal personnel and contractors to build positive relationships and develop a productive working environment.</li> <li>4. Develop and refine systems and procedures to support best practice outage management.</li> <li>5. Provide training and education to internal personnel in relation to the requirements of best practice outage management.</li> <li>6. Manage contracts including manpower, equipment and materials requirements, contract variations, coordinating site visits and site mobilisation, and ensuring contractor inductions and requirements are complied with.</li> <li>7. Carry out duties in accordance with Territory Generation's safety, environmental and quality policies, safety principles, corporate values and strategies.</li> </ol>			
<b>Selection Criteria</b>			
<b>Essential</b>			
<ol style="list-style-type: none"> <li>1. An Australian Qualifications Framework (AQF) Certificate III (trade), tertiary qualifications, or equivalent skills, knowledge and experience.</li> <li>2. Good understanding of outage process.</li> <li>3. Demonstrated abilities and experience in outage management in power generation or other heavy industry including a working knowledge of Gas Turbines.</li> <li>4. Well-developed project management and organisational skills, with a proven ability to manage multiple outages at different stages of preparation, prioritise tasks, work under pressure and achieve outcomes in a high stress and busy environment.</li> <li>5. Good knowledge of Permit to Work Systems including plant isolations and recommissioning.</li> <li>6. Good verbal and written communication skills, including the writing of reports, and the ability to relate well in an operationally diverse team environment and interact effectively with people of diverse cultures.</li> <li>7. Advanced computer skills with experience in the Microsoft Office suite, including Microsoft Project.</li> <li>8. Sound knowledge of and experience in the management of Work Health and Safety, quality and environmental issues relating to contracts and commitment to safety and safe working practices.</li> <li>9. NT Driver's licence or ability to obtain one.</li> <li>10. Ability to carry out duties in accordance with Territory Generation's safety, environmental and quality policies and corporate values and strategies.</li> </ol>			
<b>Desirable</b>			
<ol style="list-style-type: none"> <li>1. Experience with Pronto or similar Computerised Maintenance Management System.</li> </ol>			
<b>REVIEW / AUTHORISATION</b>			
<b>HR Review:</b>		<b>Date</b>	
<b>Chief Executive Officer:</b>		<b>Date</b>	
<b>Contact officer: Kevin Edwin on 0401 117 612</b>			
<b>Apply online: <a href="https://jobs.nt.gov.au/Home/JobDetails?rtfid=304342">https://jobs.nt.gov.au/Home/JobDetails?rtfid=304342</a></b>			
<b>Closing: 20/10/2024</b>			
<b>The preferred candidate is required to undertake a pre-employment medical and employment is conditional on the outcome.</b>			