

<b>Position:</b>	<b>SCADA Coordinator</b>
<b>Classification:</b>	SGW Enterprise agreement Band 8
<b>Salary Range:</b>	\$88,877 - \$98,454
<b>Term:</b>	Full Time Permanent
<b>Starting Location:</b>	Foster/Leongatha
<b>Reports to:</b>	ICT/SCADA Manager
<b>Position Overview:</b>	<p>This position will be responsible for the implementation and management of a variety of SCADA control systems used in the management of a diverse range of water services provided to the South Gippsland Community. The position will be a driver in the success of these systems, including the implementation a new SCADA strategy involving infrastructure upgrades and development of control and process standards. This will result in an improved operating environment for SGW, optimising the performance of water and waste water plant and equipment.</p>
<b>Organisational Overview:</b>	<p>South Gippsland Water (SGW) is a Victorian Water Corporation responsible for water and wastewater service provision for over 30,000 customers located in 22 towns across a service delivery area of more than 4,000 square kilometres. We manage, maintain and operate 10 water and 11 wastewater systems.</p> <p>South Gippsland Water is an equal opportunity employer and is committed to promoting a diverse, inclusive and flexible work environment.</p>
<b>Knowledge, Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Extensive knowledge of SCADA principles and practices and appropriate applications and technologies.</li> <li>• Extensive knowledge of PLC platforms and coding including Allen Bradley, SCADA Packs and Brodersen PLC's.</li> <li>• Extensive knowledge of systems including Citect and Clear SCADA.</li> <li>• Proficiency in the delivery of quality SCADA services.</li> <li>• Experience in water control systems.</li> <li>• Project management experience</li> <li>• The ability to supervise, manage, support and provide technical guidance to SCADA staff and contractors.</li> <li>• The ability to manage the development, improvements and implementation of process control systems and ensure that these systems meet the strategies and operational requirements of SGW</li> </ul>
<b>Personal attributes</b>	<ul style="list-style-type: none"> <li>• Highly self-motivated</li> <li>• Able to work effectively as an individual or within a team under supervision</li> <li>• Disciplined and well organised</li> <li>• Listens to others and willing to appreciate diverse opinions</li> <li>• Applies a practical approach to problem solving</li> </ul>

<b>Key Responsibilities</b>	<p>This position is primarily responsible for the delivery of quality SCADA services and improvements to the Corporation including:</p> <ul style="list-style-type: none"> <li>• Manage the development and implementation of process controls and systems to ensure these meet the strategic and operational requirements of SGW.</li> <li>• Troubleshoot, analyse and improve control systems through the provision of professional services to the organisation.</li> <li>• Develop, implement and oversee a change management process, including the management of configurations of devices, the development of relevant standards and the documentation of processes via policies, procedures and internal guidelines.</li> <li>• Contribute to the identification and management of risks and compliance activities in regard to the various SCADA systems.</li> <li>• Undertake project management of SCADA projects including the provision of professional advice and support to various stakeholders.</li> <li>• Manage various vendors and suppliers of SCADA services and infrastructure.</li> <li>• Ensure all work is performed safely and in accordance with relevant legislation, regulations, standards, corporation policy and procedures.</li> <li>• At all times adhere to SGW's and the Victorian Public Sector Commission's (VPSC) Code of Conduct</li> </ul>
<b>Qualifications</b>	<p>The ideal candidate should have:</p> <ul style="list-style-type: none"> <li>• Qualifications in electrical engineering, computer systems technology, systems engineering or a closely related field is preferable, along with extensive relevant experience</li> <li>• A working knowledge of SCADA instrumentation, control and automation services and systems is mandatory.</li> <li>• Qualifications in control systems programming and SCADA infrastructure.</li> </ul>
<b>Pre-requisites</b>	<ul style="list-style-type: none"> <li>• Applicants must possess and maintain a current driver's licence.</li> <li>• Satisfactory National Police Check and a willingness to renew every three years or prior to expiry</li> </ul>
<b>Key Selection Criteria</b>	<p>Along with the required qualifications, the ideal candidate must be able to demonstrate:</p> <ol style="list-style-type: none"> <li>1. Demonstrated experience and strong understanding of SCADA instrumentation, control and automation services and systems.</li> <li>2. Demonstrated ability in the development of control system design and implementation documentation, including Requirements Specifications, Scopes of Work, Functional Specifications, Test documentation and Process Flow Charts.</li> <li>3. Proven experience in the coding and implementation of controls systems.</li> <li>4. Excellent communication and negotiation skills, including the ability develop policies and processes and provide high level reports to senior management level.</li> <li>5. Demonstrated experience in analysing complex problems, situations and opportunities, with the ability to think creatively and innovatively and develop appropriate solutions.</li> <li>6. Demonstrated track record in the provision of excellent customer service.</li> </ol>

## POSITION DESCRIPTION

I have read and understand the contents and obligations of this position description. I also understand that I have an obligation to comply with all Corporation policies and procedures.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

General Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_