

SCHEDULE 1 – JOB DESCRIPTION

Position: Electrical Engineer

Responsible to: Network Planning Manager

Responsibilities:

Asset Management

- Contributing to the Asset Management Plan for disclosure and improving asset management practices for the network.
- To contribute to current and future asset information system strategy and actively seek out solutions for GIS, ADMS or any other asset information management systems and processes.
- Develop systems and processes for network assets.

Engineering Support

- Maintenance plan and process development for reclosers, voltage regulators, sectionalisers (automated switches).
- Carry out protection co-ordination studies, settings and testing work on intelligent electronic devices.
- Investigate and provide engineering support for distributed generation, PV, Battery technologies.
- Provide support and programming of SCADA, automation, protection and control, communications and load control equipment for effective and reliable operations of the network.
- Provide AutoCAD drawing support as needed.
- Provide new connection/sub-division support as required.
- Contribute to Network Performance and Reliability reporting. Analyse and routinely report on planned and unplanned outage SAIDI, SAIFI and CAIDI statistics.
- Provide network condition survey and maintenance support as required.
- Investigate and support research and development projects and reporting.

Network Investigations/Analysis

- Power quality investigations and support.
- Arc flash modelling and analysis
- Conduct network investigations and recommend improvements that increase security, reliability, quality and safety of supply, and short circuit analysis.
- Maintain ETAP models for accurate load flow and short circuit analysis.

Standards

- Follow Waipa Networks Safety in Design process to ensure designs prepared are consistently safe to build, operate, maintain and decommission, that document design decisions and ensures continuous improvement in safety. Assess engineering quality and legislative compliance of all works performed.
- Contribute technical information to network, engineering and design standards, including standard designs and specification of equipment, drawing on regular reviews of EEA guidelines and good industry practice.

This role description shall not exclude tasks necessary or incidental to the Employee's position that may be assigned by the Employer from time to time. Employee's job descriptions will be reviewed on a regular basis and tasks assigned as necessary.

Staff:

- Nil

Internal liaison:

- Customer Connection Supervisor
- Planning Officers
- Construction and Maintenance Supervisor
- Purchasing Officer / Storeman
- Network Information Officer
- Field Services Supervisor
- Electrical Engineers
- Network Planning Manager
- Network Asset Manager

External liaison:

- Connected consumers
- Landowners
- District Councils
- Transit NZ
- Transpower
- Other utilities operators as required
- Contractors
- Engineering consultants
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Person Specification:

- Bachelor of Electrical Engineering degree or equivalent (NZCE, NZDE, BE or B.EngTech)
- 2-3 years of electricity distribution industry experience and in depth technical skills
- Line design experience using CATAN
- Modelling, load flow and short circuit analysis skills
- Ability to learn and adapt
- Team player and good communicator
- Asset management aptitude
- Able to apply risk management
- Valid NZ work visa