

Position Title:	Civil Site Team Lead
Reports To:	Underground Supervisor
Direct Reports:	Nil
Key Relationships:	<ul style="list-style-type: none"> ▪ Customer & Delivery Manager ▪ Project Managers ▪ Leading hands/crews ▪ Wider Connetics teams ▪ Customers: <ul style="list-style-type: none"> ○ Network owners ○ Local authorities ○ Commercial ▪ General Industry contacts ▪ Consultants ▪ Electrical contractors ▪ Suppliers
Location:	Cromwell
Status:	Full time
Date:	Sep 2022

1.0 Our Organisational Profile

Connetics is a multi-disciplined, multi-regional electrical distribution construction, and maintenance business. We maintain and develop electrical and utilities infrastructure assets for power networks, councils and private entities operating in a highly competitive contracting market. Connetics is a wholly owned subsidiary of Orion NZ Ltd (a Christchurch City Holdings Limited company) which operates within an Orion group ecosystem as the electricity distribution services unit, with an Integrated Leadership Team representing the wider Group context.

Connetics has a current turnover of approximately \$100 million, employing approximately 400 people across branches in Wellington, Central Otago, Westport, Paraparaumu as well as our head office and depots in Christchurch.

2.0 Our Strategic Context

Our Orion Group Purpose of **Powering a cleaner and brighter future** captures the contribution we want to make to the wellbeing and prosperity of our communities. Recognising we are in the midst of radical disruption in the energy sector and due to the climate change crisis, we challenged ourselves to consider how we need to adapt, remain relevant and proactively harness opportunities in the fast-

evolving energy landscape. We developed our new Group Strategy to respond to the challenges facing our industry and New Zealand, and to position the Orion Group for a new, purpose-led future.

As Orion's contracting subsidiary, Connetics' core business is the design, construction and maintenance of overhead and underground power lines and associated equipment. Specialists in electrical distribution, we support Orion with the design and build expertise to maintain and develop their network. We also provide these services to other electricity distribution businesses around New Zealand and are focused on innovating, designing and delivering energy products and services for our customers. Our Purpose ***Delivering energy solutions that enable others to power a cleaner and brighter future for Aotearoa*** encapsulates our role within the Orion Group Strategy.

Connetics' strategic focus areas:

Growth: To focus on growth through new customers or new products and services to current customers

Optimisation: To deliver smart and efficient processes to make us faster and improve our Operating Model

Digital: Deliver the digital services to our stakeholders (customers/employees) that they need to be successful

Culture: Deliver an engaged, welcoming, supportive, inclusive high-performance culture

3.0 Your Position Purpose

To work collaboratively with the field teams to provide high quality site management for Connetics projects to support a quality end to end customer experience. These services to be provided on time, within budget and supportive of any contractual obligations Connetics hold. The Civil Site Team Lead is responsible for management of the site and crews including health and safety, communication and allocation of daily duties, and managing on-site performance, delivering high quality, efficient services that exceed customer expectation.

Duties include but are not limited to:

- Identify and quantify variations for the Project Managers
- Conducting coordination meetings
- Coordinating the delivery of materials via Supply and Logistics
- Engagement of external resource
- Establishment of appropriate permits, authorisation, service plans etc.
- Verification of quantities
- Verification of quality
- Reporting of progress to the Project Manager/ Customer & Delivery Manager
- Site escalations
- Proactive reporting of changes, delays, impacts to delivery to the Project Manager/ Customer & Delivery Manager and Customers

4.0 Key Accountabilities The following are functions which will sit within this team and are expected to be performed through our Ways of Working principles.

Accountability	Description of Key Tasks
Leading on sites	<ul style="list-style-type: none"> ▪ Demonstrate strong, collaborative and inclusive personal leadership. ▪ Promote 'Safety, capability and performance initiatives' and ensure optimal project management capability across the team.
Site Management	<p>Ensure the provision of high-quality end to end Site Management for Connetics projects.</p> <p>Key tasks:</p> <ul style="list-style-type: none"> ▪ Ensure sites are prepared and managed to maximise safety, efficiency, quality and successful commercial outcomes. ▪ Work collaboratively with other site managers and Resource Pool teams to ensure seamless delivery of projects. ▪ Onsite management of contractors to ensure deliverables are met ▪ Communicate project requirements to Resource Pool and work collaboratively to drive efficient work practices on site. ▪ Provide quality customer communications. ▪ Support Planning & Efficiency function with generating network releases as required.
Financial management and reporting	<ul style="list-style-type: none"> ▪ Provide regular reporting, to the Project Manager/ Customer & Delivery Manager on status of all sites works along with relevant key indicators to ensure financial / budgets are met for each project. ▪ Responsible for ensuring that decisions are made with financial delegated authority.
Business Planning	<ul style="list-style-type: none"> ▪ Contribute to the annual Business Plan.
Health & Safety	<ul style="list-style-type: none"> ▪ Model the expected Health, Safety and Environment behaviours for Connetics. ▪ Ensure compliance with Health and Safety legislation at all times for self and your team. ▪ Proactively identify and eliminate hazards and contribute to the work environment to ensure safety measures are in place, compliant and operational. ▪ Keep yourself safe and follow all processes in the Connetics H&S system, providing feedback on any improvements that can be made. ▪ Support Connetics to provide an emergency response in emergencies and adverse events including weather events. In most situations this will be normal work but may include secondment to different teams and/or different tasks and potentially different locations suited to the individual's ability and circumstances to enable the provision of comprehensive support to customers and communities.
Business improvement	<ul style="list-style-type: none"> ▪ Identify critical business practices and processes that would benefit from improvement and advise these to the Senior and Project Managers.

	<ul style="list-style-type: none"> ▪ Proactively support business improvement initiatives and work collaboratively with the High-Performance Team regarding business improvement.
Emergency Response in Adverse Events	<ul style="list-style-type: none"> ▪ Support Connetics to provide an emergency response in emergencies and adverse events including weather events. In most situations this will be normal work but may include secondment to different teams and / or different tasks and potentially different locations suited to the individual's ability and circumstances to enable the provision of comprehensive support to customers and communities.
Continuous improvement	<ul style="list-style-type: none"> ▪ Strong focus on identifying and suggesting ways to improve practices and processes that are hampering the smooth operation of the day to day running of the business.
Teamwork and Support	<ul style="list-style-type: none"> ▪ Demonstrate collaborative and inclusive personal leadership, leading as a host and empowering others to perform by providing advice, support and assistance as needed. ▪ Role model expected behaviours and lead by example, proactively championing our values, mission and company/business unit initiatives ▪ Be seen as a positive role model for the Canterbury Regional Team at Connetics, acting with professionalism and; <ul style="list-style-type: none"> ○ Keep Delivery Manager informed of all concerns in a timely manner ○ Ensure required documentation is available ○ Provide back up to other team members as required. ▪ Always act for the good of Connetics and in full support of the Connetics goals. ▪ Foster and develop effective relationships with team members and all other internal and external customers. ▪ Foster and support a learning environment within the Canterbury Regional Team and wider Connetics team by: <ul style="list-style-type: none"> ○ sharing technical knowledge and expertise; ○ providing training to staff as required; ○ sharing relevant customer knowledge to enhance customer service

5.0 Your Qualification and Experience

Qualifications / Experience	Essential	Desirable	Beneficial
Understanding of Contract Management	✓		
Site Management experience	✓		
Site Management experience overseeing multiple work parties		✓	
Experience liaising with customers	✓		
Experience liaising with head contractors	✓		
Supervisory experience	✓		
Electrical registration and practicing licence (line mechanic)	✓		
NZ Electrical distribution network experience	✓		
Knowledge of the electrical supply industry and affiliated industries that Connetics operates within	✓		
Experience in industry and related regulations	✓		
Experience with scheduling and planning of works	✓		
Current and valid driver's licence	✓		
Class 2 Heavy Vehicle driver licence		✓	

Appendix 1 – Orion Group Strategy



Appendix 2

