



POSITION DESCRIPTION

Position Title:	OPAL Maintenance Manager
Cluster / Business Unit / Division:	Reactor Operations
Section or Unit:	OPAL Maintenance
Classification:	Band - 8
Job Family:	Engineering and Technical
Position Description Number:	PD-1019
Work Contract Type:	Professional
STEMM/NON-STEMM:	STEMM
STEMM CATEGORY:	Engineering

POSITION PURPOSE

The primary objective of the Maintenance Manager is to be responsible for the leadership, management, coordination, budgeting, and strategic planning activities of the OPAL Maintenance section. The OPAL Maintenance Team provides maintenance services to support the safe and reliable operation of OPAL.

ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

The Reactor Operations business unit operates the OPAL reactor for the purpose of supporting the strategic objectives of ANSTO. This includes the provision of neutron beams to the Australian Centre for Neutron Scattering and irradiation services to ANSTO Heath for radiopharmaceutical production and other industrial and academic customers.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

The key accountabilities for this position include:

- Develop, implement and regularly update operational plans, including objectives for the OPAL Maintenance group in line with the broader strategic objectives of Reactor Operations and ANSTO.
- Manage the day-to-day Maintenance delivery through application of knowledge and experience in best practice maintenance management and maintenance implementation processes whilst maintaining compliance with Operating Limits and Conditions, operating licence conditions, ARPANSA and ASNO regulations to maintain and improve safety and operational efficiency
- Develop maintenance delivery strategies for the reactor in accordance with the Asset Management plan to support improvements in safety and reliability. This includes the oversight of staff requirements to comply with the day-to-day safety needs of the facility including WHS, Radiation safety and nuclear safety.
- Act as an ANSTO delegate to COMCARE for Pressure Vessel registrations and renewals for all of OPAL's pressure vessels.
- Establish and implement a Condition Monitoring framework, including systems and procedures for measuring, monitoring and reporting on the health and effectiveness of the OPAL maintenance program and maintenance management systems.

- Contribute to and support systems engineers in the development and continuous improvement of asset management strategies and plans to support achievement of plant performance and condition targets, including optimised programs for: plant maintenance & surveillance; condition monitoring & materials surveillance, spare parts and logistics management; component replacements & renewals; obsolescence management; and other specific programs identified in the asset management strategy.
- Manage, lead and develop the maintenance team including recruitment, performance management, training, authorisation and conflict resolution.
- Manage the resolution of complex technical operational problems including diagnosis, design modification, preparation of regulatory submissions and development of safety cases.
- Manage the financial budget of the Maintenance section including preparation of forecasts.
- Foster and establish professional networks at international and national levels in order to share operational and maintenance knowledge and experience.
- Fulfil WHSE responsibilities as specified in AG-2362 of the ANSTO WHSE system.
- Undertake additional duties as required and during the period of leave of other staff.

Decision Making

- The position is fully accountable for the accuracy, integrity and quality of the content of advice provided, and is required to ensure that decisions are based on sound evidence.
- The position is to determine key work priorities for the Maintenance team, within the context of agreed work plans and will consult with key stakeholders on complex, sensitive and major issues that have a significant impact on the section.
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

Key Challenges

The major challenges for this position include:

- Delivering safe and optimal utilisation of the reactors multipurpose irradiation facilities to the satisfaction of stakeholders
- Attracting, developing, managing and retaining staff to maintain coverage and specialised knowledge and experience required for effective reactor operation

KEY RELATIONSHIPS

Who	Purpose
Internal	
Manager/Executive	<ul style="list-style-type: none"> • Receive guidance and direction • Provide expert, authoritative and evidence-based advice • Staff engagement and quality recruitment • Negotiate and report on budgets and resources consistent with strategic plans and goals • Recommend and gain endorsement for plans and goals and other initiatives
Work area team members	<ul style="list-style-type: none"> • Provide expert advice and analysis on a full range of matters • Contribute to group decision making processes, planning and goals • Collaborate and share accountability • Negotiate and resolve conflicts
Direct Reports	<ul style="list-style-type: none"> • Provide leadership, guidance and support • Set performance requirements and manage performance and development

	<ul style="list-style-type: none"> Engage in monitoring trends, performance and progress against the strategic plan and evaluate further support which may be required to ensure delivery against the plan
Other Key Stakeholders	<ul style="list-style-type: none"> Create clear and transparent communication channels Be responsive to stakeholder needs and requests whilst negotiating for optimal utilisation of the reactors multipurpose capabilities
External	
Commonwealth Government, ARPANSA, ASNO, TGA, COMCARE and the IAEA	<ul style="list-style-type: none"> Create clear and transparent communication channels Compliance with standards and regulations

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the General Manager, OPAL Reactor
Direct Reports	Condition Monitoring Specialist Workshop Supervisors (Electrical, Mechanical, Instrument & Control) Planner and Scheduler (2 off) Logistics Support Supervisor
Indirect Reports	Maintenance Technicians
Financial Data (2023/2024)	
Revenue / Grants	
Operating Budget	\$1,000,000
Staffing Budget	\$2,000,000
Capital Budget	
Assets	
Special / Physical Requirements	
Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	Occasional travel to domestic and international locations
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at the computer) Public speaking
Radiation areas:	Perform duties in an area where radioactive materials are handled under tightly controlled safety conditions
Hours:	Willingness to work extended and varied hours based on operational requirements
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements Obtain and maintain appropriate federal government clearance
Workplace Health & Safety	
Specific role/s as specified in AG-2362 of the ANSTO WHS Management System	All Workers Officer (definitions found in appendix 1 of AG-2362) Managers / Leaders / Supervisors Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties

ORGANISATIONAL CHART

On file

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree in Engineering or equivalent in a relevant discipline
2. Extensive knowledge of OPAL reactor design features, irradiation facilities and target and canning design
3. Experience in maintenance service delivery and/or maintenance support functions aligned to an asset management framework.
4. Significant experience in leading, managing and developing team members, including excellent coaching and mentoring skills supported by the ability to develop a strong individual and team safety culture and responsibility.
5. Experience in working in a production environment focusing on safety, compliance, efficiency and delivering to stakeholder requests.
6. Demonstrated ability to lead and manage multiple strategic and operational projects and activities.
7. Highly developed technical and non-technical communication skills and demonstrated business acumen.
8. A strong customer service orientation focusing on understanding and delivering to stakeholders
9. The desire to seek and promote continuous improvement demonstrated ability and willingness to implement change.

VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager		Delegated Authority	
Name:	David Vittorio	Name:	Pamela Naidoo-Ameglio
Title:	General Manager, OPAL Reactor	Title:	Group Executive Nuclear Operations and Nuclear Medicine
Signature:		Signature:	
Date:		Date:	