



POSITION DESCRIPTION

Position Title:	Strategic Asset Planner
Cluster / Business Unit / Division	Office of the Chief Engineer
Section or Unit:	Strategic Asset Management
Classification:	Band 8
Job Family:	Engineering and Technical
Position Description Number:	PD-2473
Work Contract Type:	Technician
STEMM/NON-STEMM:	STEMM
STEMM CATEGORY:	Engineering

POSITION PURPOSE

The Strategic Asset Planner is responsible for ensuring consistency across various asset management standards. This involves supporting in setting robust asset management practises, procedures, and guidelines, and vigilantly ensuring their thorough application across individual Asset Management Plans (AMPs). Additionally, this role involves tracking the progress of AMPs, monitoring their alignment with the overarching SAMP, and imparting any needed changes or improvements. This requires constant communication and coordination with different Engineering and Maintenance asset teams, for uniformity in managing and optimising the performance of the organisation's assets. Serving as an important link between the strategic and operational dimensions of asset management, the Strategic Asset Planner plays a vital role in driving the strategic asset management agenda towards achieving ANSTO's strategic goals and objectives.

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 Office of the Chief Engineer will create an authorising environment through the development of an engineering management system which defines, manages, maintains, and assures safety, compliance, quality and integrity of assets, engineering standards and technical competence at ANSTO. This group provides standards, policies, expertise, engineering technical oversight and governance which supports engineering delivery and to provide challenge to certain engineering outcomes.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Assist the Head of Strategic Asset Management in the annual planning cycle of the Strategic Asset Management Plan (SAMP), helping to set the strategic direction and objectives for asset management.
- Participate actively in the formulation and continuous improvement of the SAMP, incorporating changes as needed to reflect evolving business priorities and goals.
- Aid in the development and maintenance of robust asset management practises, procedures, and guidelines to ensure quality and consistency across ANSTO.
- Support in the implementation of individual AMPs and ensure their adherence to organisational asset management standards. This includes vigilantly monitoring their execution and progress.

- Monitor the alignment and progress of AMPs in relation to the overarching SAMP, identifying and implementing any necessary changes or improvements. This necessitates constant communication and coordination with different Engineering and Maintenance asset teams.
- Foster effective relationships with other asset management teams, facilitating communication and consultation on matters related to the SAMP and individual AMPs.
- Provide regular reports to the Head of Strategic Asset Management on the progress of AMPs, compliance issues, and suggested improvements, contributing to the transparency, accountability, and overall effectiveness of the asset management function.
- Leverage industry best practises, technological advancements, and lessons learned from internal activities to identify opportunities for improving asset management processes and systems, contributing to the organisation's mission of continual improvement and excellence.
- Direct the development of optimised program of works across all asset life cycles, including discipline specific AMPs ensuring funding strategies align to financial and business objectives.
- Undertake additional duties as required and during period of leave of other staff.

Decision Making

- The position works within a framework of legislation, policies, professional standards, and resource parameters. Within this framework the position has some independence in determining how to achieve objectives of the unit, including deciding on methods and approaches, operations, project planning and allocation of resources.
- The ANSTO values, organisational corporate plan, business plan, operational excellence program, the unit strategy and unit objectives provide the context for the position.
- The position is fully accountable for the accuracy, integrity, and quality of the content of advice provided to ANSTO and is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements under pressure or in the absence of complete information or expert advice.
- Determine key work priorities within the context of agreed work plans and will consult with the Head of Strategic Asset Management on complex, sensitive and major issues that have a significant impact on the unit.
- All Engineering and Maintenance practitioners will understand, utilise, comply with, and identify improvements to the ANSTO Engineering Management System as set by the Office of the Chief Engineer.
- 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

- A key challenge is ensuring that the asset management practises, procedures, and guidelines are consistent across the entire organisation. This includes ensuring that individual AMP are aligned and comply with the overarching SAMP relevant industry regulations.
- Maintaining constant communication and coordination with various departments, such as Engineering and Maintenance teams.
- Monitoring the execution of Asset Management Plans is crucial to ensure that they are on track to meet strategic goals.
- Implementing new standards and methodologies can meet resistance, mainly if they alter established practises. A significant challenge is leading change management initiatives that may impact current workflows.
- The planner must constantly evaluate how assets are managed, looking for optimisations that can reduce costs, improve reliability, and extend asset lifecycles.

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
All ANSTO divisions	<ul style="list-style-type: none"> • Key stakeholder and client groups
External	
External Suppliers/consultants/regulators	<ul style="list-style-type: none"> • External suppliers, designers, trades staff. • External customers when engaged in commercial work.

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Head of Strategic Asset Management
Direct Reports	N/A
Indirect Reports	N/A

Financial Data (2024/25)

Revenue / Grants
Operating Budget
Staffing Budget
Capital Budget
Assets

Special / Physical Requirements

Location:	Lucas Heights / Clayton Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time. Frequent travel to ANSTO sites within Australia Frequent travel both internationally and nationally
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer)
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions. Perform duties in an area where radioactive materials are handled under tightly controlled safety conditions. Perform duties with and in an area where hazardous chemicals or 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 <u>AP-2362</u> of the ANSTO WHS Management System	All Workers Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties.
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ORGANISATIONAL CHART

On file

KNOWLEDGE, SKILLS, AND EXPERIENCE

1. Relevant degree in Business Administration, Engineering, Finance, or a relevant technical discipline. Additionally, certifications in asset management, project management.
2. A thorough understanding of asset management frameworks such as ISO 55000, and the ability to apply these principles to create robust asset management practises.
3. Knowledge of both strategic and operational planning to align the Asset Management Plans with the Strategic Asset Management Plan (SAMP).
4. Awareness of regulatory requirements and industry standards that impact asset management strategies and operations.
5. Knowledge of asset lifecycle management, from acquisition and operation to maintenance, renewal, and disposal.
6. Proven experience in asset planning, implementation, and oversight within a complex organisational structure.
7. Background in developing strategic plans and aligning them with operational practises and business objectives.
8. Demonstrated ability to coordinate with engineering, maintenance, and other asset teams to achieve organisational consistency in asset management.

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:		Name:	
Title:	Head of Strategic Asset Management	Title:	Chief Engineer
Signature:		Signature:	
Date:		Date:	