



## POSITION DESCRIPTION

<b>Position Title:</b>	Site Electrical Systems Engineer
<b>Cluster / Business Unit / Division</b>	Infrastructure and Engineering Services (IES)
<b>Section or Unit:</b>	Project Delivery
<b>Classification:</b>	Band 7
<b>Job Family:</b>	Engineering and Technical
<b>Position Description Number:</b>	PD-2643
<b>Work Contract Type:</b>	Professional
<b>STEMM/NON-STEMM:</b>	STEMM
<b>STEMM CATEGORY:</b>	Engineering

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## POSITION PURPOSE

The Site Electrical Systems Engineer provides professional electrical engineering direction, advice and support for the electrical systems and infrastructure at ANSTO in order to maintain the integrity of the systems, and provides SME input into asset management planning for delivery of its ongoing reliability and development to meet the objectives of the ANSTO corporate plan.

This role provides direction and engineering support for electrical based systems such as, High Voltage and Low Voltage power systems, providing support for SCADA, instrumentation, Alarm, PA, Fire, control & HVAC systems. In addition, project work outside these duties may occur for clients in ANSTO Research & Operational Divisions as customer priorities and workloads change.

## ORGANISATIONAL ENVIRONMENT

ANSTO is a leading global nuclear science and technology organisation delivering world class research and expertise to benefit Australia and support a more sustainable future. Using nuclear science, we improve health, support industries, provide expert advice to government on nuclear technologies and help develop Australia's nuclear workforce.

The Infrastructure and Engineering Services group is responsible for supporting customers realise their business outcomes in delivering engineering projects in accordance with engineering business management systems ensuring delivery to required scope, quality, regulatory compliance, time, and cost. It provides engineering design expertise and delivery of projects and programs with independent oversight from a centralised Engineering Delivery PMO division.

## ACCOUNTABILITIES & RESPONSIBILITIES

### Key Accountabilities

The key accountabilities for this position include:

- Provide direction, advice & perform electrical design work for new and/or refurbished buildings to ensure that electrical energy supplies are appropriately matched to anticipated demands and future needs
- Using engineering expertise to ensure that design solutions are fit-for-purpose and cost-effective
- Responsible for the planning & design of upgrades to the distribution network on site, for both the HV & LV network
- Lead role in planning the structured dismantling and rationalisation of redundant electrical infrastructure at ANSTO
- Acting as a contact point in the writing of specifications for electrical infrastructure work, and as required supervise contractors performing such work on site

- Maintaining a clear channel of communication & expert source of Electrical Engineering advice between internal and external stakeholders
- Proactively provide innovative electrical strategic solutions to ANSTO in order to maintain the integrity and reliability, of an optimal the Electrical network. Providing expert professional electrical engineering advice and support in the execution, and evolution of asset plans
- Acting as expert electrical point of reference for specification & installation of heating, ventilation & air-conditioning systems at ANSTO, including those classified as Active Areas
- Providing expert electrical advice and direction as required for other electrical based systems, such as PA, Alarms, and PLC/SCADA etc.
- Manage Electrical Projects and programs, including a small team of direct reports, scope, quality, resources, stakeholders and budgets
- Support other Project Managers with compliance and electrical engineering deliverables
- 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 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, Integrated Business Planning program, the Infrastructure and Engineering strategy and Infrastructure and Engineering 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 project clients, building managers, other engineers and maintenance staff, 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 Portfolio Manager and Head of Project Delivery on complex, sensitive and major issues that have a significant impact on the (section/unit).
- Makes independent decisions regarding compliance of electrical infrastructure
- Makes independent decisions with regard to ensuring electrical safety
- Makes informed recommendations with regard to future strategic capacity of electrical infrastructure
- 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

- Integrating and managing legacy electrical infrastructure when undertaking upgrades or optimising the network, particularly where systems interface with licensed or regulated facilities
- Stakeholder management in relation to major HV & LV shutdowns
- Inheriting and organising legacy system information & documentation as necessary
- Developing & managing relationships with outside contractors & suppliers, and with Maintenance electrical trades staff, to optimise response times and to ensure cost-effective implementation of electrical work
- Maintaining an awareness of unique nuclear-specific requirements of clients at Lucas Heights
- Anticipating and advocating solutions which are beyond the immediate requirements of the client, but which are innovative, cost-effective and represent good forward planning for ANSTO and for the client

## KEY RELATIONSHIPS

Who	Purpose
<b>Internal</b>	
Manager/Executive/Asset Owner/Asset Manager	<ul style="list-style-type: none"> <li>• Receive guidance and direction</li> <li>• Provide expert, authoritative and evidence based advice</li> <li>• Staff engagement and quality recruitment</li> <li>• Negotiate and report on budgets and resources consistent with strategic plans and goals</li> <li>• Recommend and gain endorsement for Project plans, and initiatives</li> </ul>
Work area team members	<ul style="list-style-type: none"> <li>• Provide expert advice and analysis on a full range of matters</li> <li>• Contribute to group decision making processes, planning and goals</li> <li>• Collaborate and share accountability</li> <li>• Negotiate and resolve conflicts</li> <li>• Train and mentor subordinate engineers and staff</li> </ul>
Direct Reports	<ul style="list-style-type: none"> <li>• Provide leadership, expert advice and guidance on a range of matters</li> <li>• Set performance requirements and manage performance and development</li> </ul>
Other departments (name)	<ul style="list-style-type: none"> <li>• IES – Maintenance staff – provide direction and instruction</li> <li>• Provide expert advice to the Infrastructure planning manager, Asset Owner concerning all areas of the ANSTO Lucas Heights site</li> <li>• Provide expert advice on all Research and Operational Divisions at ANSTO</li> </ul>
<b>External</b>	
Title, group, committee, industry or business	<ul style="list-style-type: none"> <li>• Liaise with external electricity providers e.g. AUSGRID</li> <li>• Liaise with electrical equipment providers</li> <li>• Liaise with ANSTO external tenants</li> </ul>

## POSITION DIMENSIONS

### Staff Data

Reporting Line	Reports to the Engineering and Portfolio Program Manager
Direct Reports	Electrical Resilience Engineer, Electrical Construction Supervisor, labour on-hire contractors

Financial Data	
Revenue / Grants	N/A
Operating Budget	N/A
Staffing Budget	N/A
Capital Budget	up to \$10M
Assets	N/A

Special / Physical Requirements	
Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Public speaking Working in confined space environment including wearing respiratory equipment
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
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 Managers / Leaders / Supervisors Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties Managing Electrical risk in the workplace – Electrical Code of Practice

## KNOWLEDGE, SKILLS AND EXPERIENCE

1. Qualifications acceptable to the Institution of Engineers Australia (specifically, a Degree in Electrical Engineering)
2. Extensive experience as an electrical engineer
3. Ability to think strategically and ability to influence and negotiate
4. Extensive experience in low and high voltage electrical power distribution
5. Demonstrated experience in HV engineering, network planning, power quality, earthing and electrical protection
6. Proven working knowledge of AS3000 and other applicable electrical standards
7. Proven problem-solving & strategic skills

8. Demonstrated ability to Manage & prioritise the delivery of competing projects
9. Proven experience in stakeholder management
10. Technical skills including computing and analytical skills
11. Demonstrated experience in HV engineering, network planning, power quality, earthing and electrical protection
12. Familiar with electrical safety requirements under the Work, Health and Safety regulations
13. Excellent written skills and ability to communicate at all levels of an organisation

**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.

<b>Line Manager</b>		<b>Delegated Authority</b>	
Name:	James Younan	Name:	Matthew Hunt
Title:	Acting Portfolio and Program Manager	Title:	Acting Head of Project Delivery
Signature:		Signature:	
Date:	May 2026	Date:	May 2026