

Position Title: Reliability Engineering Functional Lead

Functional Group: Operational Delivery

Position Purpose:

The purpose of the Reliability Engineering Functional Lead is both technical and leadership in accountabilities. Ultimately the position is to coordinate and work on a selection of client projects, including ultimate responsibility for the delivery of the solutions and services, manage the team of Reliability Engineering Specialists, the quality of work and the team's utilisation. The Functional Lead has the responsible managing the resourcing and performance of the group, setting mid-term goals, organising weekly team meetings and seeking ways of improving the efficiency, knowledge and productivity of the team. While engaged on client projects the Functional Lead is responsible for identifying further client business development opportunities and in collaboration with the HolisticAM's management team develop these opportunities into future work.

The position will work in collaboration with the wider HolisticAM business and the holder of the position will be a role model of the HolisticAM's values, ethics and code of conduct.

Reporting Relationships:

Direct Reports: Reliability Engineering Specialists

Manager: Functional Operations Manager

Key Contacts:

External:

- Key clients
- Technical Associations
- Joint Venture and other project partners

Internal:

- Regional and Functional Managers
- Asset Management Specialists
- Reliability Engineering Specialist
- Marketing & Sales
- Consultants

Key Accountabilities Summary:

1. Delivering appropriate Reliability and Asset Management solutions as per the needs of the clients;
2. Provide leadership and management of direct reports within the Reliability Functional team inclusive of functional team's performance, quality, utilisation, training and resource management to meet the demands of client requirements and Holistic Asset Management's yearly business plans;
3. Effective operational management & planning, and input to the strategic direction of the functional area and resources;
4. Support sustainable growth of the group by identifying new business opportunities, communicating requirements, and working in close collaboration with clients and Holistic Asset Management managers.



Key Activities: Leadership

The Reliability Engineering Functional Lead is to provide effective leadership and management of direct reports within the Reliability Functional team inclusive of functional team's performance, quality, utilisation, training and resource management to meet the demands of client requirements and Holistic Asset Management's yearly business plans.

Key Leadership Skills:

- **Team Management:** Provide leadership and management of direct reports to meet the demands of client requirements and Holistic Asset Management's yearly business plans.
- **Team Utilisation:** Effectively manage team billable hours in alignment to Holistic Asset Management's yearly business plan. Engagement and scheduling reliability specialist types (permanent, casual and contract) balanced with client demand is essential.
- **Team Development:** Communicate resourcing, recruitment, on boarding and training requirements of the Reliability specialist team in a timely and efficient manner.
- **Communication & Documentation:** Ensure clear and effective documents, reports and any client focused correspondence is reviewed for quality prior to customer handover.
- **Project Management:** Identify clients project needs and requirements and translate them into derivable packages of work from the initial concept stage through to completion, manage project timelines and oversee all developments.
- **Time Management:** The Reliability Engineering Functional Leads not only manage their own time effectively, but they must also monitor the team members time to keep projects on schedule.
- **Customer Relations:** Ensure clients are satisfied with the levels of performance and quality of service provided. All concerns and problems are acted upon and resolved in a prompt, efficient and courteous manner.
- **Client Business Development:** Working relationships are established and maintained, and the Client's current and future needs are assessed and acted upon. Actively seeks opportunities for appointments to gain new and profitable business.
- **Writing Skills:** The Reliability Engineering Functional Lead will conduct research to obtain project data and to detail the specifications for a project that is written into a concise report. For this aspect of the role, applicants need strong technical writing abilities.





Key Activities: Technical

The Reliability Engineering Functional Lead is required to identify and deliver appropriate Reliability and Asset Management solutions to deliver the required needs of each reliability improvement project as determined by the client's requirements and objectives.

Key Technical Skills:

- **Technical Solutions:** Provide SME leading practices in reliability engineering to all client projects assigned.
 - Reliability Centred Maintenance
 - Failure Modes & Effects Analysis
 - Maintenance Plan Optimisation
 - Life Cycle Cost Modelling
 - RAM Analysis
 - Root Cause Analysis
 - Maintenance Spares Inventory
 - Reliability Block Diagram Analysis
 - Reliability Growth Analysis
 - Life Data Analysis - Weibull
 - Reliability Assessments & Audits
- **Build Relationships with Clients:** Identify key client stakeholders, understand key business drivers and deliverables in building the clients trust and relationships.
- **Communication & Documentation:** Ensure clear and effective documents and reports that detail their assessments, any fact-finding survey data they've acquired, the project's inception, and concept planning and outcomes.
- **Computer Knowledge:** The Reliability Engineering Functional Lead role requires using different types of computer software, reading technical drawings, and making modifications, so engineering consultants need an aptitude for using computers.
- **Writing Skills:** The Reliability Engineering Functional Lead will conduct research to obtain project data and to detail the specifications for a project that is written into a concise report. For this aspect of the role, applicants need strong technical writing abilities.

Key Personal Skills: The Reliability Engineering Functional Lead should have strong interpersonal and project management skills, be able to work effectively in a fast-paced environment and be proficient using computer software.

Communication skills: The Reliability Engineering Functional Lead will work with various people within projects, which includes attending meetings to discuss progress, provide ideas, and identify processes that need to be improved. Strong communication skills are a must to fulfil these duties.

Organisation skills: The Reliability Engineering Functional Lead will work and deliver projects to a strict deadline and often on several projects at a time. Incredible organisation ensures that every task is completed to the correct deadline.



Accountability - Contribution to The Team:

- Professional knowledge development.
- Ideas, energy and enthusiasm offered to the group.
- Professional ethics and standards are maintained.
- Assistance is given to other team members.
- All work will be performed according to company policies and standards, in the spirit of the company's Vision.
- All work will be orchestrated and quantified when appropriate.
- All telephone calls, both internal and external, will be returned within two hours whenever possible, and within one business day at the latest.
- All proprietary company information will be held as strictly confidential outside the company.
- Immediate manager will be notified of any issues that cannot be resolved, or deadlines that cannot be met, within a reasonable time frame, and before the deadline has arrived.

Accountability - Workplace Health & Safety (WHS): Ensures good health is maintained through safe work practices

- Aware of, and acts within, own physical capabilities – leads by example.
- Upholds and promotes a culture of safe working.
- Takes all reasonable care of self and others.
- Appropriate Health and Safety conduct in accordance with all relevant federal and state WHS legislative requirements and in conjunction with the Holistic Asset Management Occupational Health & Safety Policy and procedures.
- Early identification of any occupational health related symptoms, or identification of any potential or actual workplace hazards, reported as appropriate and rectified in a timely manner.

IDEAL PERSON SPECIFICATION

<p>COMPETENCIES</p> <ul style="list-style-type: none"> • Communicating (5) • Managing resources (5) • Technical expertise (5) • Business Development (3) 	<p>EDUCATION, ACCREDITATIONS & FORMAL QUALIFICATIONS</p> <ul style="list-style-type: none"> • 10+ Years of experience in the relevant sector • Relevant Technical and Business-related qualifications or experience
<p>EXPERIENCE</p> <p>Demonstrated ability to consistently:</p> <ul style="list-style-type: none"> • Build and maintain good relationships • Develop and execute project plans • Lead and build highly effective teams • Provide high level advice that is adapted to the needs of the business • Application of Reliability Engineering skills and methodology across a large range of industries 	<p>SKILLS/KNOWLEDGE</p> <ul style="list-style-type: none"> • High level communication skills • High level of emotional intelligence • High level knowledge of industry functional sector, and well-developed relationships within
<p>PERSONAL DRIVERS</p> <ul style="list-style-type: none"> • A desire to meet or exceed client expectations • Achievement of functional practice excellence within time and budgetary constraints • Supporting and development of team knowledge and skills • Enabling business success 	<p>HOLISTIC ASSET MANAGEMENT PTY LTD VALUES</p> <ul style="list-style-type: none"> • Teamwork & Trust • Diversity & Delivery • Integrity & Innovation • Safety & Sustainability

Rating Scale for Competencies:

Level 1 – Entry Level	Basic Skills
Level 2	Developing Skills
Level 3	Competent/Proficient
Level 4	Above Average Skills
Level 5	Excellent Skills
Level 6	Superior Skills – models the behaviour and skills for others