



## POSITION DESCRIPTION

<b>Job Title:</b>	Control Systems Superintendent	<b>Date:</b>	June 2017
<b>Job Holder:</b>	Vacant	<b>Leader Name:</b>	Brian Jobling
<b>Department:</b>	Cargo Handling Operations	<b>Leader Title:</b>	Operational Systems & Performance Manager
<b>Location:</b>	RG Tanna Coal Terminal	<b>Level of Work:</b>	II

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### 1. Position Context

GPC's Cargo Handling Operations (CHO) team is accountable for the operation and "whole of life" management of GPC bulk handling assets. This asset base includes 6 ship loaders, 4 dump stations, 6 berths, 121 conveyors and supporting structures, 54km of conveyor belt, 9 trippers, 1 stacker and 31 dozers and loaders, a complex control system, services infrastructure (water, electrical, fire), and numerous other ancillary pieces of equipment.

These assets form part of our Operating system and their capability must enable the department to meet our stakeholder expectations. Also, throughout their life cycle, these assets not only require ongoing care and maintenance but also require continual refinement and improvement in alignment with the development of our Operating system.

CHO's process control and related technical systems are an integral part of our operating system. These systems integrate with all key operating assets and operational roles, as well as providing a critical data interface with our broader business systems.

### 2. Position Purpose Statement

The role is accountable for leading the Control Systems team in the management of the Process Control Systems within the CHO department, and contributing to GPC's control systems standards, design philosophy, adoption of technology and life cycle planning of the systems.

### 3. Position Accountabilities

- Provide leadership to the Control Systems work group ensuring that team members share the same vision, have clear understanding of CHO's direction, and provide an environment in which your team can perform to the best of their ability to deliver the department's business objectives and commitments.
- Your leadership of the section will have particular focus on:
  - Instilling GPC values through your behaviours and managing the behaviours of team members.
  - Using formal performance management systems to effectively review and recognise workgroup and individual performance and address performance issues where required.
  - Ensuring appropriate skill levels within the section by identifying gaps in the individuals Training and Development plans and providing appropriate pathways for compliance to these plans.
  - Developing a team culture that aligns the broader GPC values with specific asset management value drivers.

- Ensure that the Process Control Systems workgroup meets or exceeds the Health, Safety and Environment Management System requirements by fostering HS & E aligned working behaviours, conditions and practices, targeted at achieving zero incidents and injuries.
- Manage the day to day performance of the process control systems, site radio systems, site networks, WiFi, GPS and mobile equipment communications (ie dozer telemetry), and other systems as assigned, and to agreed standards.
- Contribute to the relevant GPC standards, operating philosophies and strategic direction for GPC's Process Control and other related technical systems including:
  - Reviewing and recommending upgrades to GPC technical standards in order to add business value or as opportunity arises.
  - Identifying and evaluating opportunities for significant improvement in GPC's process control and other technical systems, including upgrades or adoption of new technologies.
  - Jointly recommending life cycle management of GPC's process control systems with peers such as the Specialist Control Systems Engineer.
- As a member of the Operational Systems & Performance section:
  - Contribute to the development and management of the section's business plan, including preparation of capital and operating budgets.
  - Contribute actively and productively as a member of the Managers immediate team, including providing advice and feedback to your Manager and peers.
  - Contribute actively and productively to the broader GM's departmental management processes, such as the monthly department performance review.
- Manage the approved budgets and financial resources for the Control Systems work group, as agreed with your Manager.
- Implement the business plan and ensure improvement projects are completed on time and to pre-determined specifications.
- Comply with GPC's Code of Conduct and lead by example demonstrating GPC's values and desired behaviours.
- Comply with GPC's policies, standards and procedures in the workplace.

#### **4. Decision Making Authority & Impact**

In accordance with company policy/systems:

- Approval of leave and majority of ancillary employee benefit requests for direct reports.
- Recruitment of team personnel.
- Disciplinary action up to but not including dismissal.
- Training priorities in line with skills matrices.
- Expenditure Authority in accordance with GPC policy.
- Ability to access necessary information, obtain resources and use of facilities or equipment needed to carry out work of this role.
- Allocation of priorities within the Process Control Systems Workgroup.

The role impacts the GPC:

- Plant availability, reliability, maintainability, and safety to agreed specification (Primary)
- CHO's Operating System performance (Contributory)
- Engineering projects on time, budget and to specification (Contributory)
- Health, Safety and Environment (Contributory)
- Cargo Handling Operations Department Capital and Operating Budget (Contributory)

## 5. Position Challenges

- Resistance to change.
- Enhance capabilities of employees.
- Operate effectively in an environment where there are conflicting demands on resources and budgets.
- Establishing and maintaining relationships with the operations department.
- Integration of all Process Control Systems within GPC.

## 6. Key Relationships

### Internal

- Interaction with Work group.
  - Cascading site and department targets, advising results, facilitating interventions/improvements, coaching and developing.
- Daily interaction with Operational Systems & Performance Manager.
  - Discuss progress and report on status of Process Control Systems performance and work group objectives.
- Interaction with work groups across the department to ensure operational needs and maintenance priorities are fulfilled on time and to specification.
- Interaction regularly with Control Systems Specialist on standards, changes and projects.

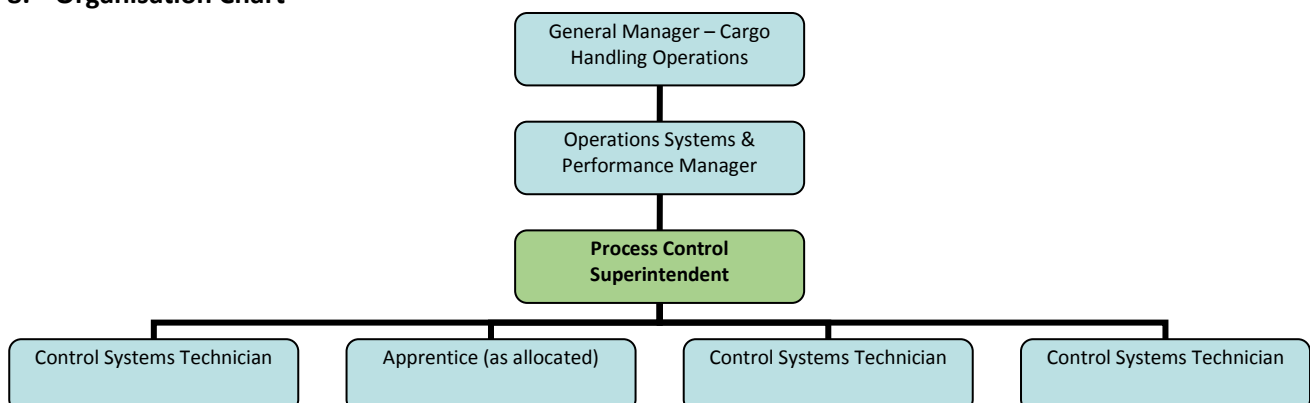
### External

- Contractors
- Consultants
- Suppliers

## 7. Level of Supervision

Direction is provided in terms of objectives and targets which may require the planning of staff, time and material resources for their completion. Limited detailed guidance will be available and the development or modification of procedures by the employee may be required. Performance will be measured against objectives, targets and delivery of accountabilities.

## 8. Organisation Chart



## 9. Formal Qualifications

- Qualifications in Electrical/Control System Engineering or similar discipline.

## 10. Key Selection Criteria

It is **essential** for the job holder to demonstrate experience and/or knowledge in the following:

Competency	Description
1. Electrical & Control Systems	<ul style="list-style-type: none"> <li>• Specialised knowledge and experience in control and electrical systems and IT networks.</li> <li>• Ability to apply the appropriate tools, systems and methodology within the role environment.</li> <li>• Practical experience in bulk handling or mining industry equipment.</li> <li>• Significant knowledge and understanding of the development and management of modern PLC and SCADA systems.</li> </ul>
2. Leadership	<ul style="list-style-type: none"> <li>• Strong leadership qualities as evidenced by the ability to build trust, focus on results, coach and develop others and role model commitment to GPC's vision, mission and values.</li> </ul>
3. Contractor Management	<ul style="list-style-type: none"> <li>• Understands contractor requirements.</li> <li>• Monitors contractor service delivery and works to ensure contractual agreements are met.</li> <li>• Works directly with contractor or contracting company to make amendments as required.</li> </ul>
4. Cost Monitoring and Reporting	<ul style="list-style-type: none"> <li>• Broad knowledge of cost monitoring and reporting and understands the importance of these in meeting project outcomes.</li> <li>• Applies a broad understanding of organisational, port and plant cost requirements and expectations.</li> <li>• Monitors, analyses and reports on internal costs as required.</li> </ul>
5. Social Influencing	<ul style="list-style-type: none"> <li>• The ability to read social situations, understand the underlying social processes and to influence those processes productively.</li> </ul>
6. Problem Solving	<ul style="list-style-type: none"> <li>• The capacity to reason, think analytically, conceptually and laterally in order to solve problems and take appropriate decisions.</li> </ul>
7. Leading for Results	<ul style="list-style-type: none"> <li>• The capacity to set direction and lead people, technology and processes in the direction of change (get the best from money, technology and know-how).</li> </ul>
8. Modelling GPC's Values and Behaviours	<ul style="list-style-type: none"> <li>• The ability to comply with and embed GPC's values and behaviours in all aspects of work.</li> </ul>