

# Asset Manager – Geohazards Monitoring



*The Asset Manager – Geohazards Monitoring will drive quality and improve lifecycle management across our asset portfolios, ensuring investment objectives can be met. They will manage the entire process from objective assessment, solution development to disposal.*

<b>Reports to:</b>	Remote Infrastructure Management Team Leader
<b>Department:</b>	Data Science and Geohazards Monitoring
<b>Group:</b>	Science
<b>Tenure:</b>	Permanent
<b>Location:</b>	Avalon
<b>Direct reports:</b>	Nil
<b>Budget:</b>	Nil
<b>Career Path:</b>	Corporate
<b>Job Family:</b>	Business Performance
<b>Career Step:</b>	GNS Band 7
<b>Date:</b>	January 2023

## Position priorities and responsibilities

### Asset Management

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- Ensure good asset management is achieved throughout the asset management cycle and produce business cases for new asset creations and renewals
- Investigate, review, plan, continuously improve and deliver asset management plans and processes
- Prepare budgets, monthly reports and ensure asset data information is captured and analysed to enable evaluation of asset performance and value delivery in line with investment
- Ongoing review of asset renewal models, feeding performance history and risk into decision making
- Leading the development of asset strategies for particular asset classes working closely with Remote Infrastructure Management Team Leader and subject matter experts to ensure the asset portfolio is fit for purpose and aligned with strategic direction.
- Contribute to the identification of risks and opportunities associated with asset portfolio
- Identify gaps and opportunities associated with current processes in relation to whole of lifecycle costing, risk and condition consideration, data and information management, ease of reporting, process efficiencies, alignment with Asset Management and Product & Service Delivery frameworks, and other criteria as relevant.
- Lead procurement process and commissioning for major asset classes

- Manage vendors and suppliers (including contract management) to ensure suppliers and vendors are delivering to their agreements, equipment issues are resolved and risks impacting delivery of outcomes are managed.

## Responsibilities of all staff

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- Comply with all GNS Science policies and procedures.
- Contribute to making GNS Science a healthy and safe place to work by complying with the responsibilities and accountabilities outlined in the Health and Safety Management System Framework.

The responsibilities of this position will change over time to respond to changing needs. The incumbent will need the flexibility to adapt and develop as the company and its environment evolves.

## Key working relationships

### Internal:

- Remote Infrastructure Management Team
- Data Science Platform Team
- Science Operations & Data Team
- Business Services, including Finance & Procurement
- Volcanology Team
- Science Teams

### External:

- Vendors & suppliers

## Person specification

### Skills, knowledge and attributes

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- Strong understanding of asset management principles and process
- Inquisitive, and interested in solving complex problems
- Highly developed communication skills and demonstrated experienced working collaboratively to establish and maintain working relationships with internal and external stakeholders
- Ability to think strategically, yet pragmatically, and to work through ambiguity to achieve outcomes will be highly regarded

### Experience

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#### Essential:

- Significant experience in project management or asset management role
- Significant experience engaging with technical specialists and working across an organisation to deliver outcomes
- Preparing reports and documentation suitable for senior management and board consideration

#### Desirable:

- Significant experience working in a technical or science environment
- Vendor management and procurement experience

## Qualifications

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### Essential:

- An industry aligned qualification in Asset Management or Project Management

### Desirable:

- A tertiary qualification in Asset Management or Project Management

## Performance Dimensions

### Technical capabilities

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#### Scope, complexity and innovation

- Enduring commitment to maintaining and developing skills and knowledge in area of expertise.
- Both the ability and desire to apply appropriate rigour, principles and practices to deliver quality work in a cost-effective manner.
- Acts in a manner that conveys high personal and professional standards.
- Open to coaching and feedback – incorporates suggestions to find better ways of doing things (to improve own and GNS Science performance).

#### Contribution to GNS Science / profession

- Establishes and maintains effective and collaborative working relationships – with colleagues and external individuals and groups.
- Both the ability and commitment to work in a culturally responsive and inclusive manner; respecting and valuing the diverse perspectives of individuals and groups.
- Takes an interest in early career colleagues, graduates and students – provides coaching and/or mentoring as appropriate. Supports initiatives to promote science careers.
- Prevents harm to self and others by carrying out duties safely and responsibly.

#### Delivery of work

- The ability and commitment to deliver pieces of work and projects on time to required quality, cost and benefit parameters.
- The application of appropriate project management rigour, principles and practices to delivering quality projects in a cost-effective manner

### Behavioural expectations

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#### Manaakitanga – we do the right thing

Champions a positive working culture. Works and interacts with colleagues, external partners, stakeholders and customers in a way that is consistent with our values:

- We are **CONNECTED** in our purpose; with each other, with partners and stakeholders and with our communities.
- We are **INSPIRED** by our work to explore, challenge, innovate and aim higher.
- We are **EMPOWERED** to be our best – valued for our differences, encouraged to contribute and enabled to grow and develop.

#### Bicultural commitment

- As a Crown Research Institute, GNS Science is committed to partnering with iwi/hapū and Māori communities and agencies to achieve their science aspirations.
- We do this in a way that is culturally appropriate (**tikanga**) and honours Māori and non-Māori worldviews (**te ao**).

These expectations are intended to support and guide the development of individual staff.