

OPERATIONS AND MAINTENANCE LEAD - ELECTRICAL

SUMMARY

The Operations and Maintenance Lead – Electrical, is responsible for managing the planning, scheduling & resourcing processes at the Plants, administration of the computerized maintenance management system (CMMS), and developing warehousing system processes. This position represents the Owners in the plants as a Safety and Environmental leader and provides project management support. Reporting to the Senior Manager, Operations and Maintenance this position works closely with the Operations and Maintenance Lead – Mechanical, and liaises with the Engineering department and other internal departments. This position is based out of the Castlegar office.

KEY ACCOUNTABILITIES

- **Working in accordance with the organization’s strategic vision, core values, leadership competencies, and Strategic Asset Management Plan this position;**
 - Ensures operation and maintenance work is executed in compliance with internal and external safety and environment standards and regulations.
 - Provides guidance and direction, investigates issues and helps facilitate resolution to problems. Provides technical support as required to troubleshoot and resolve equipment and operating issues.
 - Develops and maintains short and long range planning schedules; supports the development of plant operation and maintenance budgets, monitors operational/projects costs and identifies solutions for cost optimization.
 - Contributes to development of Asset Management targets to help direct and optimize operations and maintenance performance. Oversees quality control on operations and maintenance tasks at the plants. Provides recommendations for improvements to reliability and resource utilization for the plant.
 - Primary point of contact and administrator of the Computerized Maintenance Management System (CMMS) including managing operations and maintenance records, historical data and managing project development through the system.
 - Ensures optimum efficiencies in the areas of planning, organizing of the plant equipment, materials and tools/spare parts.
 - Maintains effective relationships with internal and external stakeholders and in particular with the Fortis BC personnel governed by the Management Agreements. Provides the interface between third party service providers and Power Operations project and contract managers.
 - Provides project management as required. Support the development of option reviews, proposals, estimates, project charters, scope documents, procurement documents, schedules, work break down structures and project deliverable listings.
 - Coordinates, attends and reports out on the results of factory acceptance tests and QA/QC inspections at fabrication shops as required.
 - Provides lockout and isolation of equipment as required.
 - Provides supervision of field personnel and contractor/consultants as required.

QUALIFICATIONS

- **Training and Experience**
 - British Columbia Journeyman Certificate in electrical discipline or CPC/ Instrumentation Technologist or an equivalent combination of education, training and experience.

COLUMBIA BASIN TRUST

- Seven years electrical experience related to the operation and maintenance of generation facilities and three years of demonstrated supervisory experience.
 - Five years related maintenance planning and scheduling experience for the operation and maintenance of generation equipment or equivalent experience.
 - Possession of a valid British Columbia Class 5 Driver's licence with an acceptable driving record.
- **Knowledge, Skills and Abilities**
 - Proven ability to effectively plan, coordinate and schedule work activities using a maintenance management system. Well managed approach to meeting tight deadlines within a complex and demanding environment.
 - Thorough knowledge of developing, implementing and maintaining planning processes. A working knowledge of Asset Management principles and application.
 - Have significant knowledge and be qualified and authorized to perform isolation and lockout of equipment as per provincial regulation and Columbia Power policy.
 - Thorough knowledge and experience in the application of provincial Occupational Health and Safety and Environmental Regulations.
 - Proven ability to analyze and interpret technical reports and equipment test data. A questioning nature that will assess event investigation reports, drive root cause analysis processes and lessons learned sessions.
 - Directly manage internal processes such as corrective actions and the implementation of these actions by all. Oversee progress and completion tracking for internal processes.
 - Ability to work independently and apply significant consideration, initiative and confidence that lead to reasonable decisions within realm of authority, as well as have initiative and willingness to take on additional operations and maintenance tasks.
 - Advanced training and application of office and industrial computer applications including MS Word, MS Project, Excel, PowerPoint, HMI, WMS and other software programs.
 - Proven leadership capabilities, ability to work collaboratively and effectively as a team member at all levels of the corporation or joint organizations including staff in individual and/or group settings.
 - Ability to communicate both orally and in writing with attention to detail and to a high standard of excellence.
 - Ability to obtain qualification to isolate and lockout equipment as per WorkSafe BC regulation and Columbia Power Policy.
 - Must be available for the on call program and able to respond on site as required within 30 minutes.