

Position Description

Position title:	Line Mechanic – Foreman	Created:	October 2021
Company:	Centralines Limited	Location:	Waipukurau
Reports to (title):	Lines Supervisor	Salary Band:	N/A
Team function:	<p>Centralines Limited is an electricity distribution business covering Central Hawke's Bay. We have a staff of qualified professionals who are skilled in the following areas:</p> <ul style="list-style-type: none"> • Network Design • Project Management • Asset Recording • Cable Location • Power Line Audits, and Power Line Upgrades • Tree Trimming and Removal • Fibre Optic Installation • Trenching • Traffic Management 		
Prime function / Purpose of Position	<p>The role of Line Mechanic – Lines Foreman is to provide leadership and be accountable for their designated work crew and projects for the construction and maintenance of both overhead lines and underground cables. Repair and restore fault damaged lines, cables and equipment.</p>		
Staff Supervision:	<p>Direct: 3 or more Indirect: 0</p>		
Cost Centre Budget:	Cost Centre budget responsibility		\$0
Delegated Financial Authority:	Maximum purchasing authority per item (Opex)		\$0
	Maximum purchasing authority per item (Capex)		\$0
Key stakeholder relationships and linkages:	Internal	External	
	<ul style="list-style-type: none"> • Operations Manager • Lines Supervisor • Team Leaders • Designer/s • Other Centralines Staff • Unison Staff 	<ul style="list-style-type: none"> • Contractors to Centralines • Customers of Centralines • The public 	

Key Responsibilities

Provide line construction services by:

- ↳ Fitting and erecting of poles and other line supports.
- ↳ Running out, straining up, sagging and binding-in of conductors.
- ↳ Erecting, fitting and connecting all necessary line equipment.

Provide a maintenance service by:

- ↳ Maintaining and overhauling transmission and distribution lines.
- ↳ Constructing/replacing damaged transmission and distribution lines.

- ↳ Regularly maintaining and testing equipment to the required standard.

Provide a fault response service by:

- ↳ Accepting responsibility for initial identification of network faults.
- ↳ Engaging in repair of line and cable faults.
- ↳ Ensuring that faults have been adequately fixed before leaving the area.
- ↳ Ensuring that all safety procedures are followed and adhered to.

Provide a cable laying service by:

- ↳ Digging appropriate trenches.
- ↳ Laying cables according to standards, specifications, and plans.
- ↳ Installing transformers and pedestals.
- ↳ Recovering trenches.
- ↳ Livening cables on completion of work.

Provide vegetation services by:

- ↳ Identifying trees that are causing obstruction to overhead lines.
- ↳ Removing trees or branches that are causing obstructions.
- ↳ Removing debris from site.

General

- ↳ The Lines Foreman is often in close contact with customers and the public and needs to always remain courteous and helpful.
- ↳ Complete documentation relevant to the performance of duties.
- ↳ Plan and manage projects to ensure they are completed on time and to budget, including participating in the pre-site walkover and post project review
- ↳ Ensure worksite safety plans are completed comprehensively with team participation
- ↳ Ensure team members are always courteous and helpful to customers and public
- ↳ The Line Foreman must be able to effectively apply first aid techniques when required.
- ↳ Coach and mentor your team

Health & Safety

Comply with the Company's Health and Safety requirements and in particular:

- Ensure that no action or inaction on your part while at work, harms any member of the public or damages their property.
- Ensure safety to members of the public, and their property, by following all company policies, procedures and promptly reporting public safety issues.
- To follow the safe working practices set out in the Safety Manual - Electricity Industry (or its revised equivalent).
- Ensure your own safety at work.
- Ensure that no action or inaction on your part while at work, harms any other person.
- Report any hazard identified within the workplace or arising out of the work.
- Report and record injuries/illnesses arising out of the work or the work environment; and
- Participate in emergency drills and training sessions in occupational safety and health, as required.

	Essential	Desirable
Formal Education & Training:	Line Mechanic Registration	Minimum 5 years relevant Electrical Distribution Industry Experience in Line construction and maintenance Registered Glove & Barrier
Experience (Years & Type):	Current Practising License Class 1 – NZ Drivers Licence	Demonstrated staff supervision and leadership capability Class 2 Licence

Competency Requirements

- Committed to living and role modelling the Company values of Safety, Teamwork, Integrity, Openness and Passion
- Committed to supporting the Company in achieving our vision.
- Effective planning, organisational skills.
- Effective leadership and motivational skills
- Calm disposition
- Able to work with a minimum of supervision.
- Ability to read plans and follow instructions.
- Ability to identify and repair network and service line faults
- Ability in install, maintain and repair underground services
- Effective communication skills.
- Relates to a wide range of people
- Able to meet timeframes
- Able to work under pressure
- Team player
- Analytical skills
- Multi-skilled
- A comprehensive knowledge of electrical practices

Compliance Requirements

Business Compliance:	Ensure a sound understanding of, demonstrate commitment to and comply with all legislation and Centralines policies, standards and procedures relevant to your role and all activities undertaken in that role.
Health and Safety:	Undertake all work in a safe manner and follow all company and workplace health and safety procedures.