



Role Description

Title	Project Electrician	Incumbent	
Manager's Title	Scott Base Site Foreman/ Engineering Supervisor	Date of Last Review	20 July 2022
Team	Engineering	Location	Scott Base
Work Environment	This role will require the incumbent to travel to Antarctica for an extended period which requires a medical clearance.		

Organisational Context

Antarctica New Zealand is a Crown Entity established on 1 July 1996 under the New Zealand Antarctic Institute Act to develop, manage and execute New Zealand's activities in respect of Antarctica and the Southern Ocean.

Our key activities include facilitating scientific research in Antarctica, protection of the environment and raising public awareness of the global significance of the continent and surrounding Southern Ocean.

Antarctica New Zealand operates in a hazardous environment. The management of safety and risk are critical to achieving the New Zealand Antarctic programme objectives. The highest standards of environmental care and responsibility are required in all tasks.

Our Goal for New Zealanders

New Zealand continues to play an influential role in the kaitiakitanga (guardianship) of Antarctica and the Southern Ocean as a natural resource devoted to peace and science.

Role Purpose

To undertake electrical project work associated with the Scott Base Redevelopment while ensuring compliance with New Zealand electrical standards and regulations.

Work of Role

- Undertake external work during the summer months, including but not limited to:
 - Cable laying and rerouting.
 - Electrical works associated with asset relocation (fire pump and water tank relocation, RO plant installation, fire alarm system modifications, fuel tank relocation, BMS alterations).
 - Supporting the wider project team and contractors with enabling/project works
- Undertake internal work during the winter months, largely electrical project work associated with the refit of parts of Scott Base, but from time to time may also be required to assist other trades, including but not limited to:
 - The internal conversion of an existing office area into an accommodation block
 - The installation of additional showers and toilet facilities into existing ablutions blocks
- Support the Scott Base engineering team with work as required, including the routine and non-routine maintenance of Scott Base buildings, plant and equipment.



- Complete all electrical assurance documentation for electrical works (Certificate of Compliance and Electrical Safety Certificate) as per the Electrical Regulations.
- Fulfil accountabilities as documented in the Health, Safety and Environmental Management Systems including proactive management of risks and resources to prevent harm.
- Maintain a clean and safe work environment and ensure storage areas are kept organised.
- Use Smart Asset and Discovery (our document management system) to create and maintain accurate and complete electronic records of all work activities including updating drawings.
- Maintain the correct waste streams including the appropriate sorting of demolition waste as required.
- Identify opportunities for process or system improvement and communicate these to the appropriate supervisor.
- Proactively contribute to the overall base community.
- Rostered duties on the Scott Base Fire Crew and other base tasks as required.
- Any other tasks assigned by the Scott Base Site Foreman or Engineering Supervisor.

Key Challenges

- Operating in a small project team with and being able to prioritise, divide and complete work utilising individual strengths.
- Working through the unique challenges of operating with limited resources and in a dry, cold environment.
- Working in challenging climatic conditions while continually considering environmental impacts.
- Ability to maintain a positive outlook while under pressure and responding to rapidly changing priorities.
- Maintaining motivation and work quality 6 days a week for up to 11 months.
- Resilience to living in a small communal environment (e.g. shared rooms, communal bathrooms etc.).
- The location and role may place pressure on the physical and mental well-being of the incumbent (e.g. at times long work hours, 24-hour daylight/darkness); the incumbent's family and other close relationships.

Key Functional Relationships

Internal	<ul style="list-style-type: none">• Scott Base Site Foreman• Engineering Supervisor• Scott Base Leadership Team• SBR Supervisor / Technical Support• Asset Management Engineers
External	<ul style="list-style-type: none">• External contractors



Minimum Capability Necessary to Work to Role

Capability Area	Description
Qualifications, Certificates and Memberships	<ul style="list-style-type: none">• New Zealand Electrical Trade Certificate or equivalent.• Hold a current New Zealand Electrical Certificate of Registration and electrical practicing license.• Hold a current First Aid qualification (Unit Standard 6401, 6402).• Hold a current confined space and gas detection qualification (Unit Standards 17599, 18426).• Hold a current Full New Zealand Driver Licence (Class 1) and experienced in operation of vehicles with manual gearbox.• Be certified as 'medically fit' by Antarctica New Zealand's Medical Assessor. <p>Preferable</p> <ul style="list-style-type: none">• Hold a current Working at Heights qualification (Unit Standards 17600, 15757, 23229).
Knowledge, Skills and Experience	<ul style="list-style-type: none">• At least 5 years post-qualification experience.• Proficiency in computer use, particularly for record keeping.• Experience in:<ul style="list-style-type: none">• Domestic wiring• Electrical fault-finding• Industrial instrumentation, including Distributed Control Systems, or Building Management Systems• Electrical work within Hazardous Areas <p>Preferable</p> <ul style="list-style-type: none">• HV electrical work (up to 4.16 kV) including permitting, applying isolations and earths• Fire alarm systems• Experience working in cold environments• Understanding of and commitment to learning about tikanga and Treaty of Waitangi principles.
Judgement, Temperament and Influence	<ul style="list-style-type: none">• Demonstrates the personal qualities required to fit in socially and professionally with a diverse range of people in a potentially stressful environment.• Able to work without direct supervision• Able to positively accept/provide feedback• Excellent communication skills



Antarctica New Zealand Values

To honour our obligation to Antarctica:

- We are passionate about what we do
- We care for each other and the environment
- We work together
- We act with integrity
- We aspire to the highest standards

Role Authorisations

I confirm that this Role Description accurately describes the work of the Project Electrician:

GM Antarctic Operations

Date

I accept this Role Description accurately describes the work of the role for which I am accountable:

Project Electrician

Date

File Name: 2022 Project Electrician RD.docx