

## ROLE STATEMENT

Position Title:	Manager, ICT		
Review Date:	February 2024	Division:	Market Operations & Technology
Classification:	Level 2	Department/Section:	ICT
Supervisor:	General Manager, Market Operations & Technology	Location:	Adelaide SA

### Role Purpose:

The Manager, ICT is responsible for leading the ICT function in the delivery of services and for the achievement of strategic ICT objectives.

### Accountabilities:

#### 1. *ICT Strategic Planning*

- Lead the development, implementation, and review of the ICT strategic plan and ensure alignment with business objectives and industry best practices
- Identify emerging technologies and trends that can enhance operational efficiency and competitive advantage
- Provide expert advice and input into the evaluation and selection of ICT solutions that meet strategic objectives

#### 2. *Team Leadership & Financial Management*

- Lead and manage a small ICT team to achieve strong performance in ICT services
- Participate in the annual budget process and manage the ICT budget accordingly

#### 3. *Cyber Security Management and Security of Critical Infrastructure (SOCI) Compliance*

- Develop, implement and review cybersecurity policies, procedures, and protocols to safeguard company data and infrastructure from cyber threats
- Establish and deliver processes, controls and monitoring and testing to meet agreed targets in the Australian Cyber Security Energy Sector Framework
- Keep abreast of cybersecurity trends, threats, and technologies to continuously enhance the company's security posture
- Test and maintain Business Continuity and Disaster Recovery Plans

#### 4. *ICT Systems Management*

- Design and maintain ICT systems to ensure maximum reliability and availability
- Implement proactive monitoring and maintenance practices to identify and address potential issues before they escalate
- Ensure the availability and support of business-critical systems (e.g. SCADA, customer reporting systems) including out of hours support and redundant systems
- Implement and maintain digital technology assets including network and communications equipment, security related equipment, data centre equipment and end user equipment

#### 5. *ICT Project Management*

- Lead and manage ICT projects from initiation to completion, ensuring timely delivery within budget and scope
- Define project requirements, milestones, and success criteria in collaboration with stakeholders
- Allocate resources, monitor progress, and mitigate risks to ensure project objectives are met effectively

#### 6. Digitalisation Framework

- Establish a comprehensive digitalisation framework to streamline processes, improve productivity, and foster innovation
- Identify opportunities for digital transformation and develop roadmaps for implementation.
- Champion the adoption of digital tools and technologies to drive organisational growth and competitiveness

#### **WHS requirements:**

- Report hazards and incidents in a timely manner and in accordance with Epic Energy's WHSE procedures
- Intervene in unsafe conditions and unsafe acts. Promote safe behaviors in the workplace.
- Comply, so far as you are reasonably able, with any reasonable instruction provided by Epic Energy in relation to WHSE matters
- Positively engage in cooperation, communication and consultation in matters relating to and supporting WHSE initiatives
- Ensure that direct reports and contractors are aware of their WHSE obligations and follow Epic Energy's Safe Systems of Work whilst undertaking field work

#### **Special requirements:**

- Current and valid driver's licence
- Willingness to respond to out of hours emergencies

#### **Selection Criteria:**

##### Essential

1. An undergraduate degree in Information Technology or a related discipline, or demonstrated equivalent skills, knowledge and experience
2. Demonstrated significant experience in undertaking a similar role in a corporate business
3. Demonstrated experience in leading an ICT team, encompassing ICT support, systems administration, cyber security, and information management
4. Demonstrated project management experience, from initiation to delivery
5. High level verbal and written communication skills and experience in liaising with internal and external stakeholders at different levels
6. Demonstrated strong analytical skills and experience in the preparation of reports to inform decision making

##### Desirable

1. Demonstrated previous experience working in the energy sector, with a sound understanding of energy sector operations and regulatory requirements
  2. Demonstrated understanding of, and experience in managing business continuity and disaster recovery matters