

ISOLATION PLANNER - WELLINGTON METRO Network Services

Purpose:

To safely plan all isolations within the -Wellington Metro area, to coordinate isolation requests with all stakeholders

Health and Safety is an important part of how KiwiRail operates. You will be a safety leader and will be expected to “walk the safety talk”

Dimensions:

Reports to: STTE Manager -Wellington Metro
Responsible for: Nil
Location: Kaiwharawhara- Wellington
Internal Contacts: Traction Operations Manager- Wellington Metro
 Traction Staff (Linemen, Electricians, Bonders, ESO’s)
 S&T Staff
 Traction Control Room Operators
 Professional Head Traction & Electrical & team,
 Network Services Manager
 Production Manager and team
 Asset Engineer and team
 Corridor Access and Protection Planner
 Traction Operations Engineer- Wellington
 Signals Field Engineer-Wellington Metro
External Contacts: Traction Maintenance Contractor
 Consultants & Electrical Contractors as required
 Electrical Equipment suppliers

Key Accountabilities

Isolation Planning
<ul style="list-style-type: none"> • Write / Create Isolation plans for All disciplines of the Wellington Metro Area • To coordinate isolation requests with all stakeholders • Review isolation costs against planned isolations • Review Traction maintenance contractor program and recommend changes to ensure optimization of isolation requirements and practices



- Drive safety, efficiency, and cost initiatives with the Traction Teams
- Carry out audits and reporting of the implementation of isolations in a timely manner and ensure audits and inspections comply with all KiwiRail and industry standards.
- Run the Traction interpeak “day” isolations
- Plan Block of Line Isolations for Wellington including arrangements for Electrical Permits
- Liaise with Wellington Electricity and Electra Control Rooms to ensure accurate and safe 11kV Isolations, including overseeing the Issuing and cancellation of Assurances
- Audit Traction Control Room Switching processes
- Provide training support for competencies associated with isolations
- Provide field support during OLE works, including assisting Traction staff in performing Code Work
- Provide a program of isolations with clear coordination with the Access team
- Control the issuing of drawings in relation to planned Isolations
- Act as a lead control between Traction Control and the Site Team in an emergency to ensure all isolations are carried out safely and to plan and cost.
- Ensure reports are accurate and on time
- Liaise with other KiwiRail parties and Contractors to ensure that they are aware of the scope, change and risks whilst working around the Traction asset.
- Review as-built information and provide recommendations for planned or emergency works.
- Provide support for general regional electrical works as required

Continuous Improvement

- Develop and manage initiatives aimed at improving productivity and procedures
- Develop accurate Isolation & Switching sheets

General

- Advice on practical aspects for isolations
- Competency assessment of traction employees
- Undertake audits of the contactor to ensure compliance
- Ensure you clearly document your work activities and established files are clearly identified and filed correctly.

Rail Safety

- Overview safety performance and assurance achieved by audit and safety observation.
- Set objectives for and manage risk identification and mitigation in line with KiwiRail’s policies.
- Ensure business safety targets are met and strive to achieve ‘zero harm’.

Zero Harm

- Responsible for complying with all rail safety system standards, procedures, and statutory requirements within your area of responsibility



- Responsible for your own safety and that of other rail employees, contractors, and visitors within your work environment
- Responsible for the identification, reporting and initial control of any safety or environmental hazard identified within your area to your immediate manager
- Adhere to KiwiRail’s health and safety requirements and take responsible for maintaining a proactive approach regarding both personal wellbeing as well as that of fellow employees, associated client personnel, sub-contractors, and members of the public.
- Report all accidents and incidents to your immediate supervisor within one hour.

Person Profile

Essential:	Desirable:
<ul style="list-style-type: none"> • Extensive knowledge of 1500vDC traction systems and the associated codes and standards • 5 to 10 years OLE and/or Traction Substation comprehensive Construction/Maintenance engineering/technical experience • Good understanding of occupational health and safety and risk management requirements • Experience in effectively planning and managing work for self and others. • Excellent communicator, face-to-face, on the telephone, over the radio and in writing • Appreciates the value of working as part of a team and takes action that ensures the team success. • Able to manage conflict and accept criticism • Be a self-starter and able to work unsupervised. • Be able to make sound and timely decisions • Have good project management skills • Be computer literate. Excel & Word • Able to understand the wider organization, recognizing the impact and implications of decisions made • Able to work outside normal work hours including nights and weekends. 	<ul style="list-style-type: none"> • Knowledge of railway general electrical systems and the associated codes and standards • Experience with a wide range of high voltage reticulation and traction installations. • Prior knowledge and use of Maximo



Education:

Essential:	Desirable:
<ul style="list-style-type: none">• NZ electrical registration (Linemen or Electrician)• and/or• Tertiary electrical engineering qualification• At least three years <u>traction system</u> experience in maintenance, construction, or engineering design/management	<ul style="list-style-type: none">• Registered Electrical Inspector under the Electricity Act• 10 years plus of traction maintenance and/ or traction field engineering support

