

Role and responsibilities

Identity

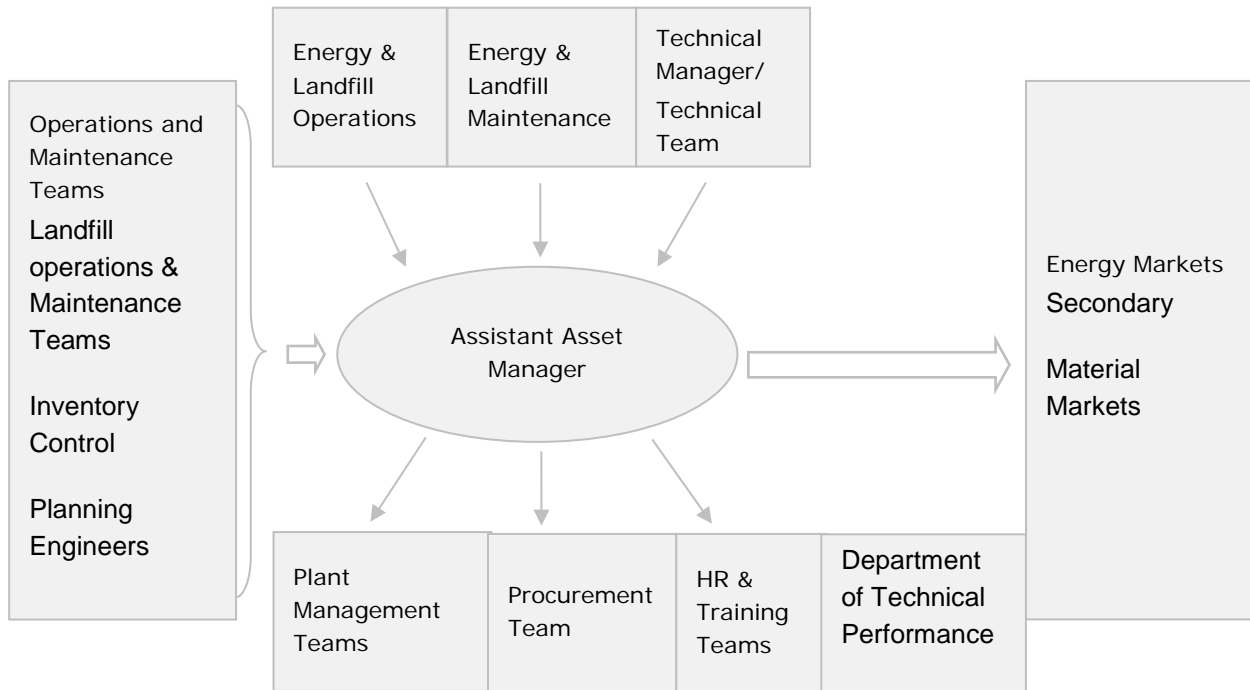
Position title	Assistant Asset Manager
Date	1 July 2017
Line Manager title	Head of Asset Management-SES
Grade	8

Purpose

(the 'why' of the position, within which limits and according to what objectives)

Why	To work with the asset management team to communicate and assist in the implementation of asset management systems within SUEZ R&R UK Energy division including landfill.
Within	The regulatory framework of Safety, Health and Environment. The requirements of ISO 55000, the strategic asset management plan and the business strategy for the Energy Division
According to	The objectives outlined in the strategic asset management plan and asset management plans.

Key stakeholder interaction network



Ideal candidate experience

Engineering or business qualification – HNC/NVQ 3 Level

Experience in maintenance or operations

Awareness of asset management systems and ISO 55000

Area one - Leadership

Details		Delivery measure
<ul style="list-style-type: none"> • Provide Asset Management coaching to the Energy division to ensure the asset management strategy and systems become embedded in the business through shared learning. • Positive and passionate about asset management and its benefits, in order to inspire the extended team. 		<p>Commitment to use the asset management system.</p> <p>Excellent scores during ISO55000 audits</p> <p>Asset Management maturity assessments</p>
In order to	To ensure asset management is a sustainable program which drives value through the business leading to operational excellence	

Area two - People

Details		Delivery measure
<ul style="list-style-type: none"> • Foster a supportive climate of openness and work with, and for; team members equally. • Establish close relationships with operations / maintenance teams within Energy and Landfill to promote collaborative team working. • Ensure the training, development and competency of individuals is appropriate delivered as required. 		<p>U say feedback</p> <p>Continuous Professional Development plans</p>
In order to	To ensure the team are aware of the requirements of asset management, involved at the core of its implementation and are competent to deliver its benefits.	

Area three - Communication

Details		Delivery measure
<ul style="list-style-type: none"> Encourage teams to be open and honest, showing that their opinions are valued and a willingness to listen to them. Work with site and regional teams to contribute to the asset management plans and ensure these are communicated back. Deliver asset management awareness training to staff in the energy division. Encourage staff to contribute to the development of the asset management system through collaboration, in order to capture their expert knowledge. Provide regular feedback both verbal and written to peers, indirect / direct line management on the progress of relevant areas of work. Participate in meetings of a technical and operational nature within Energy & Landfill. Actively contribute to asset management social media platforms and sharepoint applications. 		<p>U say feedback</p> <p>Effective on time report delivery</p> <p>Balance scorecard training hours</p> <p>Technical training matrix tracking</p>
In order to	In order to engage team in all aspects of asset management and providing a platform for them to contribute to the development of the asset management system.	

Area four - Customer

Details		Delivery measure
<ul style="list-style-type: none"> Create procedures to deliver the outputs of the asset management system and standards. Maximise value the customer across the full lifecycle of their assets. Consider the wider group implications of asset management and provide Return on Experience (REX) through the DTP. Adopt a collaborative approach to asset management with SUEZ UK R&R processing asset management team. 		<p>Customer Feedback</p> <p>Scores.</p> <p>OEE targets</p>
In order to	In order to provide standard operational systems and analytical services and technical compliance support for SUK Processing business	

Area five - Profitability

Details		Delivery measure
<ul style="list-style-type: none"> • Provide accurate and current data and information in support of business decisions, forecasting, predictive analysis and risk reduction • Promote continuous improvement and REX throughout the business to remove waste and optimise plant performance throughout the energy portfolio. • Work with the Head of asset management to go beyond the requirements of ISO55000 towards operational excellence throughout the business. 		EBIT Asset management maturity assessment
In order to	In order to achieve the financial targets and KPI's through operational excellence	

Area six - Legislative Compliance

Details		Delivery measure
<ul style="list-style-type: none"> • Risk reduction through effective asset management. • An integrative approach to asset management through consideration of SHEQ in all decision making and system development. • Assist internal customers in preparation for ISO 55000 audits 		Reducing CCS & CARs ISO 55000 audit compliance
In order to	In order to protect our customers, our employees, the environment and our reputation	

Area seven - Best Practice Implementation & Continuous Improvement

Details	Delivery measure
<ul style="list-style-type: none"> • Ensure standards for asset management are translated to site specific procedures. This will enable consistency of best practice within the business. • Work with the Business Transformation Team (BTT) in order to promote continuous improvement in the business 	<p>Operation & maintenance and improvement KPI's</p> <p>OEE targets</p>
In order to	In order to optimise operational/departmental performance and efficiency

Please note

1. In line with our Values and Ethics Charter, the job holder is expected to:
 - Act in an honest, responsible and respectful manner to others.
 - Be responsible for their own professional conduct.
 - Comply everywhere and in all circumstances with the laws and regulations connected with their activities.
 - Comply with our obligations to other parties such as shareholders, associates, clients, suppliers and the community.
 - Ensure the health, safety and wellbeing of employees, customers and other personnel at all times.
2. The content of this job description reflects the main duties and responsibilities of the job and are not intended to form part of the contract of employment. SUEZ may revise the content of the role and responsibilities at its discretion.