

POSITION DESCRIPTION

Position Title:	Strategic Asset Manager
Business Unit/Department:	Engineering Services
Division:	Health Support Services
Award/Agreement:	Victorian Public Sector Health & Allied Services Managers & Administrative Workers) Enterprise Agreement 2021-2025
Classification:	Grade 5 (HS5)
Reports To:	Director of Engineering Services
Direct Reports:	N/A
Date Prepared/Updated:	27 January 2025

<p>Position Purpose</p> <p>The Strategic Asset Manager plays a key role in managing and optimising the performance and risk of Western Health’s assets to ensure sustainability throughout the asset’s lifecycle.</p> <p>A key member of the Engineering Services Leadership Team, this role will lead the development and maintenance of Western Health’s Asset Management Accountability Framework (AMAF) and Strategic Asset Management Plan, ensuring efficient utilisation of resources to derive the best value.</p> <p>This position plays a pivotal role in shaping the direction and success of our asset portfolio, ensuring alignment with strategic vision and contributes to Western Health’s sustainable growth and Net Zero Emissions target delivery.</p> <p>The Strategic Asset Manager will interface strongly with all levels of business, property functions and Engineering to drive improved value, reliability, performance, safety and whole-of-life cost efficiency for Western Health’s asset portfolio.</p>
<p>Business Unit Overview</p> <p>The Engineering Services Directorate at Western Health is committed to ensuring that all buildings, grounds, services, plant, equipment, machinery, furniture and fittings perform efficiently, are maintained and serviced in such a manner that they provide a safe and pleasant environment for patients, staff and visitors to the hospital.</p>
<p>Key Responsibilities</p> <p>Strategic Asset Management:</p> <ul style="list-style-type: none"> • Utilise a strong understanding of strategic asset management fundamentals, systems and principles (IS55001 and other standards), including frameworks (AMAF), maintenance strategies, performance monitoring and risk management to develop and mature the asset management function at Western Health. • Develop and manage a future focused Strategic Asset Management Plan aligned with Western Health’s strategic goals and objectives.

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- Support development, implementation and review of Preventive Maintenance programs for infrastructure and equipment, to optimise risk, quality and cost.
- Support the annual Capital Asset Management Plan (CAMP), and any other external or internal Infrastructure funding requests as directed by Director Engineering Services and/or Divisional Director.
- Lead and coordinate periodic asset condition assessments, including developing scopes of work for the procurement of contractors/consultants, overseeing engagements ensuring alignment with Western Health policies and procedures, and reviewing subsequent asset condition reports.
- Utilise data to make informed decisions about the performance, risk and reliability of assets, and their impacts on spend against budget.
- Provide up to date advice and assistance to senior stakeholders with regards to the evaluation, purchase, maintenance and disposal of infrastructure, including briefings on decision-making to resolve unplanned failures and outages.
- Ensure the asset management plan enables a clear pathway to achieve Net Zero Emissions target by 2045 in alignment with Victorian Government pathway through supported data analysis and performance verification.

Operational & Financial Management:

- Interface with Engineering and Finance to ensure asset depreciation and replacement value is captured in an accurate and timely way that reflects stakeholder requirements.
- Adopt a continuous improvement approach and instil best practice asset management practices into business-as-usual.
- Stay informed of industry best practice, emerging technologies and legislative requirements related to asset management.
- Participate in the development of service level agreements and develop a series of performance indicators to measure successful delivery of asset management in the organisation.
- Develop and contribute to policies, guidelines and procedures relating to asset management where required.

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

Internal:

- Divisional Director, Health Support Services
- Director Engineering Services
- Divisional Director Capital Development
- Capital Project Managers
- Chief Biomedical Engineer, Chief Engineer
- Engineering Services Team
- Chief Sustainability Officer
- HSS Directors and Operations Managers
- WH DTS
- WH Finance

External:

- State Government Departments and Agencies
- Consultants and Suppliers
- Contractors and Engineering/Maintenance Providers
- Service Providers and Retailers

Selection Criteria

Essential:

- Tertiary qualification in engineering, project management, construction management or asset management or related industry.
- Proficient in the use of Microsoft Office applications and experience with data analytics tools (i.e. Power BI).

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- Willing to travel to work at various Western Health sites and possesses a current Victorian driver's licence.
- Proficiency in providing expert technical advice to drive sustainable asset management best practice across large capital and engineering projects
- Ability to carry out data analysis and result interpretation from large, combined datasets to enable informed decision making.
- Excellent written and verbal communication skills

Desirable:

- Demonstrated industry experience in strategic asset management
- Experience in using and developing asset management systems (i.e. IBM Maximo, Ellipse, Oracle) and supporting technology (i.e. mobile computing solutions).
- Previous experience in a hospital or live operating environment
- Demonstrated success in delivering asset management within a large organisation.
- Demonstrated experience in effectively managing relationships with stakeholders, both internal and external
- High level of negotiation skills

Additional Requirements

All employees are required to:

- Obtain a police / criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

General Information

- Redeployment to other services or sites within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

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I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____ Date: _____

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