Job Description

Job Title: Adviser - System Operations

Date: 1 May 2012

Version 1.0

Signed Manager: _____

Signed Incumbent: _____

Electricity Authority

Adviser - System Operations

The Adviser System Operations is a key member of the System Operations and Common Quality (SOCQ) team being one of three teams in the Operations Development group of the Authority.

Common quality refers to those processes and technical requirements placed on asset owners and the system operator that impact on power system quality such as the Code requirements for system frequency management, system event management, system voltage management.

The SOCQ team is accountable for making policy recommendations and providing advice to the Board that defines appropriate levels of common quality for power system services to all grid users.

This SOCQ function also oversees the activities of the system operator, who manages the operation of the power system including the delivery of common quality and security of supply services.

Key Relationships

Reports to:	Director System Operations and Common Quality
Direct reports:	None
Internal relationships:	Authority Board Compliance Committee System Operations Committee Security and Reliability Council CEO, General Managers, Directors, Advisers, Analysts and other staff
External relationships:	System Operator Grid Owner Distributors Generators Retailers Major Electricity Users Consumers Advisory and technical groups Market operations service provides

Stress test registrar
Expert consultants, financial and legal advisors
Other government agencies

Role Purpose

The Adviser System Operations role exists to:

- primarily provide policy advice to the Board on system operations, security of supply, ongoing development of common quality standards, and the procurement of ancillary services; and
- support the development of the Authority's relationship with Transpower as system operator.

Accountabilities

The key accountabilities listed below are not intended to be a complete or limiting description of the role and certain duties may change from time to time.

1. lead the annual reviews of the ancillary service procurement plan, system operator policy statement and the system operator performance review;
2. maintain and develop the security of supply sections of the Code as well as process the review of the security of supply policy developed by the system operator that is incorporated by reference into the Code i.e. SoSFIP, EMP, SoSROP;
3. oversee the operation of the stress testing regime (spot price risk disclosure) including the interface with the registrar and review and update of the stress tests;
4. monitor system operator performance against agreed performance objectives and measures including the establishment and review of these measures as required;
5. monitor power system operation, i.e. receive and analyse system operator customer advice notices and event notices. Advise management of any significant issues that may arise.
6. in conjunction with the Director, investigate, research and develop initiatives that relate to improvements in system operations and common quality;
7. facilitate activities of the System Operations

Committee and provide support for the Security and Reliability Council as required;

8. prepare papers for management or the Board covering issues such as:
   - Code amendment recommendations;
   - System operations and security of supply;
   - Industry technical group initiatives;
   - Board decisions as required under the Codes (e.g. exemptions);
   - Participant Code compliance.
9. assist the Director with the management of the system operator service provider agreement, technical advisory services agreement, ancillary services cost reporting, team work plans and budgets.

Person Specifications

To be successful in this role you will have:

1. a knowledge of the electricity industry, including power system operations;
2. an appreciation of the relationships between the different industry entities that make up the electricity sector;
3. proven skills in investigation and analysis of technical issues (including economic analysis);
4. the ability to seek information and solicit input from a broad spectrum of stakeholder groups and industry experts;
5. proven skills in the preparation and presentation, both orally and in writing, of reports and in providing advice on complex technical issues;
6. an ability to interpret legal, contractual and regulatory matters; and
7. good relationship management skills, in order to interface with a wide range of industry participants with differing viewpoints.

Experience and Knowledge

1. University qualification in engineering, science, operations research or similar, with ideally a

minimum of 5 years work experience in the electricity or energy sector, either in New Zealand or offshore.

2. An appreciation and understanding of current power system operations functions, issues and development opportunities.

3. A proven track record of producing high quality policy analysis and written work.