

POSITION DESCRIPTION



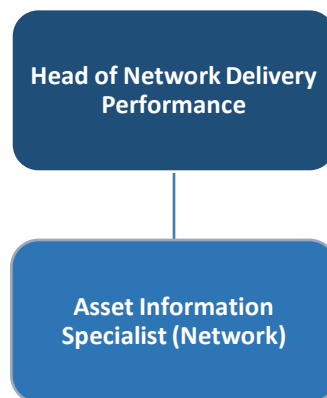
Asset Information Specialist (Network)

Reports to:	Head of Network Delivery Performance		
Group:	Network	Financial Authority:	As per DFA
Direct Reports:	0	Revision (m/y):	10/2026

Purpose

The primary purpose of the Asset Information Specialist (Network) is to ensure the integrity, governance, and effective utilisation of network asset and work order information to support informed decision-making, reliable planning outcomes, consistent network delivery performance, and ongoing improvement in work order quality.

Reporting Structure



Key Accountabilities (Outcomes)

- Asset information is maintained with a high level of accuracy, completeness, and consistency, supporting reliable planning, delivery, and reporting outcomes.
- Master data governance practices are established and applied effectively, ensuring asset data standards, definitions, controls, and structures are consistently adhered to across the network.
- Systems supporting asset information are configured, maintained, and governed effectively, ensuring alignment with asset management frameworks and enabling robust investment planning and decision-making.



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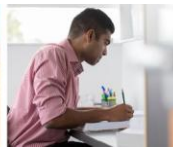
- Changes to asset data, structures, and system configuration are controlled through defined governance processes (TMoC), ensuring alignment with standards and Strategic Asset Management requirements prior to implementation.
- Asset data supports informed lifecycle, risk, and investment decisions by providing clear, trusted, and accessible information across Asset Management and Works Delivery.
- Data quality issues, gaps, and inconsistencies are proactively identified, analysed, and resolved, reducing risk to planning, delivery, and reporting outcomes.
- Work order quality is monitored and improved through clear data standards, validation controls, trend analysis, and targeted remediation of recurring issues that affect planning, forecasting, delivery, cost, and reporting outcomes.
- Data governance controls and processes drive accountability for asset information across stakeholders, improving data ownership, stewardship, and discipline.
- Asset information structures and standards support integration across systems, ensuring alignment between planning, delivery, and performance reporting.
- Compatible Unit Estimation (CUE) structures, standards, and data are established, governed, and maintained to ensure accurate, consistent, and reliable estimation inputs across planning and delivery activities.
- Continuous improvement initiatives strengthen asset information quality, governance frameworks, configuration management, and system utilisation, supporting long-term maturity uplift.

Continuous Improvement & Asset Management Contribution

- Actively participate in Asset Management activities aligned to the Asset Management Policy, Strategic Asset Management Plan (SAMP), and associated standards.
- Identify and contribute to improvements in asset data quality, governance practices, and system utilisation to reduce risk and improve decision confidence.
- Support the achievement of Asset Management Objectives by ensuring asset information is accurate, consistent, and fit-for-purpose across the asset lifecycle.
- Support assurance and governance activities by maintaining clear, accurate, and auditable asset information and data records.
- Demonstrate continual improvement by providing insights and feedback that strengthen data standards, governance frameworks, and system effectiveness, improving consistency, transparency, and value in network decision-making.

Decision Authority and Scope

Scope	Role expectation
Owns	• Integrity, quality, and lifecycle management of asset information and master data.



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	• Master data governance frameworks, including data standards, structures, and alignment with asset management requirements. • Configuration of asset information systems and data models within scope. • Governance of changes to asset data, structures, and system configuration (TMoC), ensuring controlled, standardised, and aligned implementation. • Review and control of deviations from approved data standards and structures, acting as a gatekeeper to ensure consistency, integrity, and fitness-for-purpose. • Compatible Unit Estimation (CUE) structures, standards, and data. • Governance of work order data quality standards, validation controls, monitoring, and reporting within the role's scope.
Influences	• Data governance practices and behaviours across Asset Management and Works Delivery through standards, guidance, and stewardship. • Investment planning, prioritisation, and decision-making by improving the quality and accessibility of asset information. • Work order creation, planning, maintenance, and completion processes and behaviours. Collaborates with process owners and the Quality Assurance and Process Analyst to investigate and resolve underlying process, governance, compliance, training, and behavioral issues identified through work order quality and data quality analysis.
Recommends	• Improvements to asset data standards, governance frameworks, and control practices where risks or inconsistencies are identified. • System enhancements, configuration changes, and optimisation opportunities to improve asset information management and utilisation. • Approval pathways or escalation of proposed changes to asset data, structures, or configurations where alignment with asset management standards or strategic requirements is unclear or at risk. • Targeted data quality remediation and uplift initiatives to address systemic issues impacting planning, delivery, or reporting outcomes. • Escalations where material data quality risks or governance gaps may impact investment decisions, compliance, or network performance.

Ways of Working (Enterprise Expectations)

These expectations apply to all roles and should be demonstrated through day-to-day behaviour, decision-making and interactions across the business and with external stakeholders.

- Acts consistently with WEL's values and contributes positively to organisational performance and development.
- Champions health, safety and wellbeing, and models safe behaviours in all aspects of the role.



- Maintains a strong customer and service focus, supporting reliable delivery and positive stakeholder outcomes.
- Builds effective relationships across the business, with contractors, utilities, authorities and other stakeholders to support coordinated operational delivery.

Capabilities That Matter Most

The role requires strong asset information, data governance, system literacy and stakeholder collaboration capability to ensure network asset information is accurate, trusted and fit-for-purpose. Success depends on disciplined data stewardship, practical problem solving, continuous improvement and the ability to support reliable planning, delivery and investment decision-making across Asset Management and Works Delivery.

- Able to maintain, structure and govern asset information to ensure accuracy, consistency and reliability.
- Applies structured governance, including change control (TMoC), to maintain integrity and alignment of asset data and configurations.
- Effectively utilises asset information systems to support planning, analysis and decision-making.
- Able to interpret asset data to identify trends, gaps and risks that impact network performance and investment outcomes.
- Able to analyse work order information to identify quality trends, recurring defects, root causes, and improvement opportunities across the work management lifecycle.
- Maintains a high level of accuracy and rigour in data management, validation and documentation.
- Builds trusted relationships and works effectively across Asset Management, Works Delivery, Technology and process owners to understand business needs, resolve information issues and improve data quality, ownership and discipline.
- Identifies root causes of data issues and implements practical, sustainable solutions.
- Exercises sound judgement and confidently maintains governance expectations, balancing strong stakeholder relationships with the need to uphold agreed standards and controls.
- Familiarity with SAP or equivalent enterprise asset management systems, including asset data structures, work management processes and reporting that support asset lifecycle management.
- Understanding of electrical distribution assets, asset lifecycle processes and how asset information supports maintenance, planning and delivery outcomes.
- Contributes to enhancements in asset data quality, governance practices and system utilisation to improve consistency, reliability and decision-making.

Essential Qualifications & Experience

- Tertiary qualification in Asset Management, Engineering, Information Management, Data Management, or a related discipline; or demonstrated equivalent experience in asset information,



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data governance, or system-based roles within complex operational or asset-intensive environments.

- Experience in asset information, data management, or data governance roles.
- Experience managing, maintaining and improving data quality in enterprise systems, such as EAMS, CMMS or equivalent platforms.
- Experience applying data standards, governance practices and controls to ensure consistency and reliability of information.
- Experience analysing data to identify issues, trends and improvement opportunities that support planning and decision-making.
- Experience monitoring or improving work order data quality, including the use of standards, validation, reporting, and root-cause analysis to support reliable work management outcomes.
- Experience working across multiple stakeholders to resolve data issues and improve data ownership and discipline.

Desirable Qualifications & Experience

- Training or certification in asset management, data governance, or information management frameworks, such as ISO 55000 or data governance standards.
- Formal training or certification in enterprise asset systems such as SAP PM, GIS, or equivalent EAMS/CMMS platforms.
- Certification or training in data analysis, data quality management, or continuous improvement methodologies such as Lean or Six Sigma.
- Experience within a utility or regulated asset environment, with an understanding of network asset data and lifecycle contexts.
- Hands-on experience with asset investment planning or decision-support tools and their data requirements.
- Experience supporting integration of asset information across systems, such as EAMS, GIS and reporting platforms.
- Experience contributing to data or system uplift initiatives in maturing asset management or information environments.

Role Evolution

This role may evolve as strategy, structure and priorities change.

Our Purpose

Enabling our **communities to thrive**

Our Vision

To create and support an **innovative and sustainable energy future**

Best in Service

So we have the **trust of our community**



Best in Safety

Every Day - **Home Safe**



Our Values



Agile

We listen to ideas, we explore opportunities and we adapt to changing situations with an open mind. When change is needed we make sure we understand why and we make it work. We're flexible and we respond professionally to change.



Build the business

We make sure our day to day activity is sound while exploring ways to improve the way we work or things we do. We often ask "is there a better way to do this?" and we investigate options.



Care for each other, the customer and our assets

We work as a team across the business to do things the right way. We treat others with respect, listening to their needs so we can deliver a reliable and safe service to our communities.



Do the right thing

We make decisions with integrity and when we can, we help others make the right decision for their situation. We're open, honest and trustworthy. We speak up if we feel we should and we listen to others.



Every Day - Home Safe

We lead by example to keep ourselves, our workmates and our communities safe. We use the right equipment, we challenge unsafe acts and we say no if we think it's not safe.