

Offshore Wind Jobs Guide



About this Offshore Wind Jobs Guide

This guide has been prepared by Concept Consulting Group Ltd (Concept) as part of an industry capability study commissioned by the Taranaki Offshore Partnership comprising NZ Super Fund and Copenhagen Infrastructure Partners. The study is co-sponsored by New Zealand Trade and Enterprise with engagement support from Ara Ake.

We've created this guide to share:

- Job profiles which give an overview of typical offshore wind jobs and relevant qualifications and skills
- A course list highlighting some of the qualifications needed and where you can find further information.

Please note that the job profiles in this guide are examples only, based on international experience, and are not current vacancies.

We've also prepared an *Offshore wind industry capability mapping study* report that sets out the results of the industry capability mapping study into offshore wind farming in Aotearoa New Zealand. The report addresses two questions—what activities are needed to plan, build and operate an offshore wind farm and what capabilities exist in Aotearoa New Zealand to undertake these activities.

Acknowledgement

This guide draws extensively on a similar document prepared for the Star of the South offshore wind project in Victoria, Australia. One of the partners in that project is Copenhagen Infrastructure Partners, which is also a sponsor of this work in Aotearoa New Zealand. We greatly appreciate the ability to draw on material prepared for the Star of the South project.

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Project phases

It typically takes around 10 years to develop and construct an offshore wind project. Many jobs will be needed for the three main phases: development, construction and operations and maintenance.



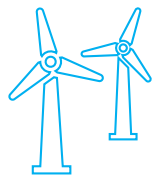
Development

This phase involves studies and investigations into technical, environmental and economic aspects of a project, and community consultation. This work is used to design and plan a project, including seeking government approvals to construct and operate an offshore wind farm.



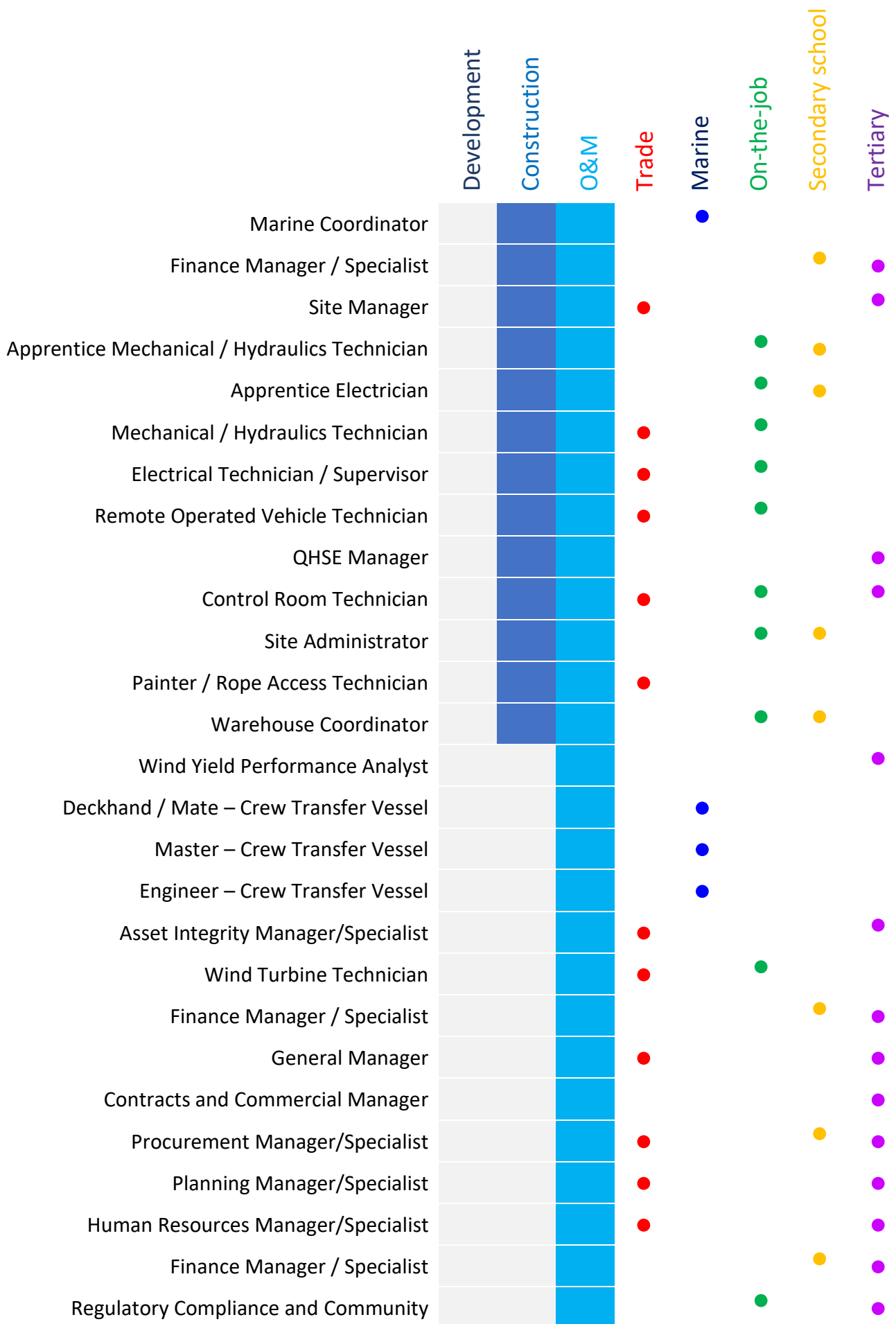
Construction

Construction of an offshore wind farm happens on land, at ports, and out at sea. Typical construction activities include installing wind turbines, substations, cables and other infrastructure to connect to the grid.



Operations / maintenance

During this phase, the turbines, substations, cables and other infrastructure are maintained to keep everything running smoothly. The wind farm is monitored remotely and crews are dispatched out to sea where most of the maintenance activities happen.



Qualification Legend: ● Marine ● Secondary School ● On-the-job ● Tertiary ● Trade

Job profiles

About the job profiles

The job profiles in this guide give an overview of typical offshore wind roles, relevant skills and qualifications.

They also provide the following information:

Location – if the role is based onshore or offshore.

Work environment – whether the role is based on site, in an office, or both.

Work area – what team or package of works the role is typically involved with.

Typical employer – whether the role is likely to be employed by the project developer, the lead contractor or a subcontractor.

Applicable project phase – when this role is needed across a project's life – development, construction, operations and maintenance, or multiple phases. Icons at the top of each job profile identify the relevant phase/s.

Who employs these jobs?

Jobs on an offshore wind project can be with the project developer, a contractor or a subcontractor.

Developer - the company leading the project.

Contractor – the project developer appoints contractors to deliver specific packages of work. The contractor then employs people to fill roles in their team to complete the works.

Subcontractor – contractors will often subcontract specific works to subcontractors. The subcontractor then employs people to fill the roles in their team to complete the works.

Note: any qualification with an asterisk () means that it can also be fulfilled with equivalent on-the-job experience.*



Marine Coordinator

| | |
|--------------------------|---|
| Location | Onshore / offshore |
| Work environment | Site |
| Work Area | Offshore logistics and construction support |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction |

Tasks and Responsibilities

A Marine Coordinator has overall responsibility for planning, managing, and overseeing all marine activities offshore. Duties typically include managing vessel logistics, assisting with audits and daily reporting to relevant stakeholders including the project developer on project delivery, weather conditions and any other factors that may cause delays.

Example Competencies

| | | |
|--|-----------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • Current OGUK Medical and Chester Step Test desirable (only for offshore role) • Current HUET (1-day course) or BOSIET (if working on any of the vessels) • Current GWO Basic Safety Training (BST) – Offshore Certification • First Aid Level 2 (NZQA Standard 6400) highly desirable |
| | Experience | <ul style="list-style-type: none"> • Experience working as a marine coordinator facilitating logistics for multiple vessels on a single project • Wind farm / renewables experience highly desirable but not necessary • Experience on an offshore construction project • Familiarity with local unions and industrial relations landscape for onshore / offshore construction projects |
| | Skills and knowledge | <ul style="list-style-type: none"> • Strong marine knowledge including local, state, national and international maritime regulations, and standards • Reporting skills with capability to provide updates on project schedules, budget tracking and any project changes to the developer and other stakeholders • Computer proficiency with adequate skills in Microsoft suite • Experience in risk management and mitigation • Emergency management skills with capability to be key point of contact in an emergency • General knowledge of offshore standards and regulations for construction and installation |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to work offshore on a regular rotation roster (for offshore role) or work site based (for onshore role). • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Decision making skills with the ability to lead and set a precedent for the whole marine team • Outstanding organisation skills with the ability to plan and prioritise work • Excellent interpersonal skills with the ability to communicate project outcomes, delays, and changes effectively to all stakeholders • Safety focused, with the ability to promote and adhere to a safety-first work culture |



Site Manager

| | |
|--------------------------|---|
| Location | Onshore / offshore |
| Work environment | Site |
| Work Area | Transport and installation / offshore substations / onshore substations |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction |

Tasks and Responsibilities

A Site Manager has overall responsibility for overseeing the construction site(s) during the entire construction phase of the project. Responsibilities typically include ensuring project guidelines are executed on schedule and the safety procedures and construction budget are adhered to. A Site Manager will work either onshore or on an offshore vessel.

Example Competencies

| | | |
|--|-----------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary or trade qualification in relevant field • Current OGUK Medical and Chester Step Test desirable (only for offshore role) • First Aid Level 2 (NZQA Standard 6400) highly desirable • BOSIET (if required for offshore vessel) |
| | Experience | <ul style="list-style-type: none"> • Extensive experience in a construction site manager role in a heavy industry such as mining, power, oil or gas • Wind farm / renewables experience highly desirable but not necessary • Experience in a site management or leadership role • Familiarity with local industrial relations landscape for onshore / offshore construction projects |
| | Skills and knowledge | <ul style="list-style-type: none"> • Technical understanding of wind turbines • General knowledge of mechanical, electrical and hydraulic faults, and diagnosis • Reporting skills with capability to provide updates on project schedules, budget tracking and project changes to relevant stakeholders • Computer proficiency with adequate skills in Microsoft suite • SAP experience desirable but not essential |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to work offshore on a regular rotation roster (for offshore role) or work site based (for onshore role) • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Decision making skills with the ability to lead and set a precedent for the whole construction team • Outstanding organisation skills with the ability to plan and prioritise work • Team player who can also work autonomously without supervision • Great interpersonal skills with the ability to communicate project outcomes, delays, and any changes effectively to all stakeholders • Safety focused, with the ability to promote and adhere to a safety-first work culture |



Apprentice Mechanical / Hydraulics Technician

| | |
|--------------------------|----------------------------------|
| Location | Offshore / onshore |
| Work environment | Site |
| Work Area | Wind turbine generators |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

An Apprentice Mechanical / Hydraulics Technician works under the supervision of the Mechanical / Hydraulics Technician and completes training and education on the job and through TAFE to qualify as a Mechanical Fitter. While working under the supervision of the Mechanical / Hydraulics Technician, an Apprentice is typically exposed to a variety of mechanical and hydraulic tasks including installation, construction, repairs, and maintenance. As an Apprentice gains working knowledge and skills, the tasks and responsibilities increase in complexity.

Example Competencies

| | | |
|--|------------------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • NCEA Level 3 (or equivalent) • Current GWO Basic Safety Training (BST) Offshore Certification (this training is provided during the apprenticeship) • IRATA Rope Access certification (desirable but not essential) • Dogging and Rigging certifications desirable* • Current HUET (1-day course) – training provided during apprenticeship • Current OGUK Medical and Chester Step Test desirable • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) |
| | Experience | <ul style="list-style-type: none"> • Understanding or background in mechanical or hydraulic systems highly desirable but not essential • Experience working in a 'hands on' role also highly desirable • Soldering and welding skills highly regarded |
| | Skills and knowledge | <ul style="list-style-type: none"> • Ability to follow instructions and work under the direction of a supervisor • Practical mind set with the ability to think outside the box |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass OGUK Medical and Chester Step Test • Ability to work offshore on a regular rotation roster • Physical ability to climb wind turbines and complete physically demanding tasks at heights |
| | Personal Attributes | <ul style="list-style-type: none"> • Safety focused, with the ability to promote and adhere to a safety-first work culture • Team player who can take direction from others |



Apprentice Electrician

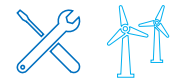
| | |
|--------------------------|--|
| Location | Offshore / onshore |
| Work environment | Site |
| Work Area | Wind turbine generators / offshore substations / onshore substations |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

An Apprentice Electrician works under the supervision of a qualified electrician for on-the-job training as well as completing training through TAFE to qualify as an electrician holding an A Grade Electrical Licence. While working under the supervision of the Electrician, an Apprentice Electrician would be exposed to a variety of electrical tasks including assessing and working from electrical diagrams and blueprints, installation and repair and maintenance of electrical components on wind turbines and associated infrastructure. Tasks and responsibility typically become more complex as an Apprentice Electrician gains working knowledge and skills.

Example Competencies

| | | |
|--|-----------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • NCEA Level 3 (or equivalent) • Current GWO Basic Safety Training (BST) – Offshore Certification (this training is provided during the apprenticeship) • IRATA Rope Access certification desirable but not essential • Current HUET (1-day course) provided during apprenticeship • Current OGUK Medical and Chester Step Test desirable • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) |
| | Experience | <ul style="list-style-type: none"> • Understanding or background in electrical systems highly desirable but not essential • Experience working in a ‘hands on’ role also highly desirable |
| | Skills and knowledge | <ul style="list-style-type: none"> • Ability to follow instructions and work under the direction of a supervisor • Practical mindset with the ability to think outside the box |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass OGUK Medical and Chester Step Test • Ability to work offshore on a regular rotation roster • Physical ability to climb wind turbines and complete physically demanding tasks at heights |
| | Personal Attributes | <ul style="list-style-type: none"> • Safety focused, with the ability to promote and adhere to a safety-first work culture • Team player who can take direction from others |



Mechanical / Hydraulics Technician

| | |
|--------------------------|--|
| Location | Offshore |
| Work environment | Site |
| Work Area | Wind turbine generators / onshore substations / offshore substations |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

A Mechanical / Hydraulics Technician has overall responsibility for undertaking service and maintenance work on all wind turbines and associated hydraulic and mechanical equipment. A Mechanical / Hydraulics Technician is typically responsible for interpreting the requirements of manuals, specifications, and work instructions to ensure the project runs efficiently, safely and on time.

Example Competencies

| | | |
|--|------------------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • Trade qualification as a Mechanical Fitter or equivalent • Current GWO Basic Safety Training (BST) – Offshore Certification • IRATA Rope Access certification desirable but not essential • Dogging and Rigging certifications desirable* • Current HUET (1-day course) • Current OGUK Medical and Chester Step Test desirable • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) • First Aid Level 2 (NZQA Standard 6400) |
| | Experience | <ul style="list-style-type: none"> • Previous mechanical and hydraulics experience in a similar industry (i.e. military, aviation, power, oil and gas or mining) is highly desirable • Experience working on wind turbines highly desirable but not essential • Experience diagnosing, repairing, and servicing hydraulic machines and their components • Experience with SCADA systems, remote operation and fault finding of complex power generation equipment |
| | Skills and knowledge | <ul style="list-style-type: none"> • Ability to document and report on all work activities • Troubleshooting skills with the ability to think outside the box for repairs and maintenance |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass OGUK Medical and Chester Step Test • Ability to work offshore on a regular rotation roster • Ability to work autonomously • Physical ability to climb wind turbines and complete physically demanding tasks at heights |
| | Personal Attributes | <ul style="list-style-type: none"> • Safety focused, with the ability to promote and adhere to a safety-first work culture • Self-motivated with the ability to work independently on a team project |



Electrical Technician / Supervisor

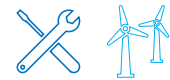
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|--------------------------|--|
| Location | Offshore / onshore |
| Work environment | Site |
| Work Area | Wind turbine generators / offshore substations / onshore substations / grid connection |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

An Electrical Technician / Supervisor forms an integral part of the construction and operations phases and is typically required to oversee and report on all the electrical operational, installation and safety requirements for the project. An Electrical Technician / Supervisor may also be required to be the site appointed nominated supervisor under the Registered Electrical Contractors License on behalf of the employer for the site.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Trade qualified electrician • Current High Voltage (HV) certificate* • Current GWO Basic Safety Training (BST) – Offshore Certification • Current HUET (1-day course) • Current OGUK Medical and Chester Step Test desirable • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) • <u>Dogging and Rigging certifications*</u> |
| | Experience | <ul style="list-style-type: none"> • Experience as the Electrical Nominee in an aviation, military, automotive, power, mining or oil and gas industry • Leadership experience in a supervisory role ideally in a heavy industry such as oil and gas, power, mining, or renewables sector • Wind farm experience highly desirable but not essential • Extensive high voltage switching experience including termination and installation and authorisation of personnel to perform high voltage operations |
| | Skills and knowledge | <ul style="list-style-type: none"> • Working knowledge of electrical installation requirements for onshore and offshore facilities • Understanding of the Registered Electrical Contractor (REC) responsibilities for NZ • Broad understanding of AC/DC electrical circuits and ability to troubleshoot and analyse faults and problems when turbines stop generating electricity • Ability to document and report on all work activities including repairs, testing, and inspections • Proficiency in mechanical and hydraulic equipment to fault find and diagnose • Strong computer skills and ability to use various software |
| | Physical Requirements | <ul style="list-style-type: none"> • Physical capability to work at heights, work and crawl in confined spaces and lift heavy items, when required • Ability to work offshore on a regular rotation roster • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Strong communication skills and interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture • Ability to work with various contractor and subcontractor groups including different cultures / nationalities • Ability to work flexibility and be on call |



Remote Operated Vehicle Technician

| | |
|--------------------------|--|
| Location | Offshore |
| Work environment | Site |
| Work Area | Array cables / offshore export cables |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations (depending on project scope) |

Tasks and Responsibilities

A Remote Operated Vehicle (ROV) Technician has overall responsibility for operating ROVs to perform tasks including survey, cable lay, infrastructure installation, repair, and maintenance. A ROV Technician may also maintain and repair electronic, mechanical, electrical, and hydraulic systems as well as fault finding and testing.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Trade qualification or equivalent (electrical, electronic, or mechanical highly desirable) • BOSIET (if required for vessel crew changes) • Hold an IMCA / MTSC logbook (or obtain if new entrant) to record hours and competencies • Work at Heights certification* • Current training in High Voltage Electricity* • Current OGUK Medical |
| | Experience | <ul style="list-style-type: none"> • Experience in mechanical, hydraulic, electrical, and electronic fields desirable • Experience working as a ROV Technician on a construction / installation vessel highly regarded • Experience on wind farm installation projects highly desirable but not essential • Familiarity with the specific ROV being utilised for the project (when known) highly regarded |
| | Skills and knowledge | <ul style="list-style-type: none"> • Strong communication skills with the ability to work cooperatively and effectively with team members • HSEQ knowledge and familiarity with safety conversations, drills, and procedures • Ability to work as part of a team ensuring that safety of all team members is always the priority • Understanding of risks and hazards of operating the ROV |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass OGUK medical • Ability to work offshore on a regular rotation roster • Ability to pass a BOSIET (if required) |
| | Personal Attributes | <ul style="list-style-type: none"> • Ability to be flexible and adapt to changing logistical requirements • Safety focused, with the ability to promote and adhere to a safety-first work culture |



QHSE Manager

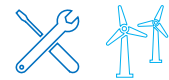
| | |
|--------------------------|---|
| Location | Onshore / offshore |
| Work environment | Site and office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

A Quality, Health, Safety and Environment (QHSE) Manager has overall responsibility for ensuring compliance with relevant legislation and standards for the entire lifecycle of the project both onshore and offshore. A QHSE Manager is responsible for assessing and monitoring safety performance for the project and implementing improvement plans for all departments and personnel. This role is typically responsible for setting up and maintaining all ISO standards, conducting external and internal audits of suppliers and contractors and ensuring that all accidents and incidents are reported, investigated, and closed out in a timely manner.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary education in a relevant discipline and / or with post-graduate studies in HSEQ or Level 4 in Work Health and Safety • Current GWO Basic Safety Training (BST) – Offshore Certification • First Aid Level 2 (NZQA Standard 6400) • Current OGUK Medical and Chester Step Test desirable • ISO 9001, ISO 14001 and ISO 45001 Integrated Management Systems Internal Auditor Training • Current HUET (1-day course) • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) |
| | Experience | <ul style="list-style-type: none"> • Extensive experience in HSEQ leadership roles • Experience managing a project through different phases • Experience on a renewables project or high-risk work environment – wind farm experience highly desirable |
| | Skills and knowledge | <ul style="list-style-type: none"> • Knowledge and understanding of offshore wind industry • Understanding of safety risks and regulations in multifaceted project areas including construction, offshore marine and working at heights |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to travel to site including offshore when required • Working at heights certification and experience highly desirable • Ability to pass OGUK Medical and Chester Step Test • Valid New Zealand Driver’s Licence |
| | Personal Attributes | <ul style="list-style-type: none"> • Outstanding communication skills • Ability to lead and work as part of a team, mentor and influence all stakeholders within the project organisation • Safety focussed with the ability to lead the project and drive a safety-first work culture throughout the project • Ability to use initiative and make decisions based on risk management, quality orientation and desired outcomes • Ability to prioritise and utilise organisational skills in a fast-paced work environment |



Control Room Technician

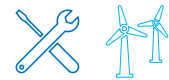
| | |
|--------------------------|--|
| Location | Offshore / onshore |
| Work environment | Site and office |
| Work Area | Wind turbine generators / offshore substations / onshore substations / grid connection |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

A Control Room Technician has overall responsibility for monitoring and managing the electrical operational systems including switching operations. Typical tasks may include troubleshooting and working through any error messages and system malfunctions, providing technical support to offshore workers, supporting all planned and unplanned shutdowns of the wind turbines and their networks and air and marine movement monitoring.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Electronics or electrical engineering qualification or relevant equivalent trade or certification • Current High Voltage (HV) certificate* • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) • Current GWO Basic Safety Training (BST) – Offshore Certification • Current HUET (1-day course) • Current OGUK Medical and Chester Step Test desirable • First Aid Level 2 (NZQA Standard 6400) |
| | Experience | <ul style="list-style-type: none"> • Extensive experience in grid connections, management, and electrical systems • High and low voltage switching experience essential • Experience in offshore or onshore wind highly desirable but not essential |
| | Skills and knowledge | <ul style="list-style-type: none"> • Working knowledge of electrical and electronic installation requirements for onshore and offshore facilities • Broad understanding of AC/DC electrical circuits and ability to troubleshoot and analyse faults and problems • Ability to document and report on all work activities including repairs, testing, and inspections • Strong computer skills |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass an OGUK Medical and Chester Step Test • Ability to travel offshore if required |
| | Personal Attributes | <ul style="list-style-type: none"> • Strong communication skills and interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture • Ability to work with various contractor and subcontractor groups including different cultures / nationalities • Ability to work flexible hours and be on call |



Site Administrator

| | |
|--------------------------|----------------------------------|
| Location | Offshore / onshore |
| Work environment | Site |
| Work Area | All |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

A Site Administrator has overall responsibility for managing the daily administrative and reporting functions during the construction and operations and maintenance phases of the project. A Site Administrator is a key contact for all stakeholders and is typically responsible for travel logistics including crew change manifests, organising, and coordinating meetings, ordering office supplies and PPE, maintaining site records and databases and creating purchase orders. An administrator would either work onshore or on a vessel.

Example Competencies

| | | |
|--|------------------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • Level 4 Certificate in Business Administration or Level 4 Certificate in Project Management (desirable not mandatory) • Current OGUK Medical and Chester Step Test desirable (only for offshore role) • First Aid Level 2 (NZQA Standard 6400) highly desirable • BOSIET (if required for offshore vessel) • Radio Operator Certificate desirable (offshore role only) |
| | Experience | <ul style="list-style-type: none"> • Experience working in administrative role ideally site based • Wind farm / renewables experience highly desirable but not necessary • Project administration experience in construction phase of a project |
| | Skills and knowledge | <ul style="list-style-type: none"> • Advanced IT skills with strong Microsoft Office proficiency • SAP experience desirable but not essential • Primavera P6 or Microsoft Project planning systems familiarity desirable but not required |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to work offshore on a regular rotation roster (for offshore role) or work site based (for onshore role) • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Outstanding organisation skills • Team player who can also work autonomously without supervision • Safety focused, with the ability to promote and adhere to a safety-first work culture • Great interpersonal skills with the ability to communicate to various stakeholders with respect and courtesy |



Rope Access Technician

| | |
|--------------------------|---|
| Location | Offshore |
| Work environment | Site |
| Work Area | Wind turbine generators / offshore substation |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

A Rope Access Technician is typically required to carry out painting and blasting duties whilst working at heights via harness during the construction and operations phases of the project. This role includes maintenance and application of protective coatings and paints to the offshore wind turbines and facilities.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Trade qualification in Painting / Abrasive Blasting or equivalent • Current GWO Basic Safety Training (BST) – Offshore Certification • IRATA Rope Access certification • Dogging and Rigging certifications desirable* • Current HUET (1-day course) • Current OGUK Medical and Chester Step Test desirable • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) • First Aid Level 2 (NZQA Standard 6400) • NACE Certificate or equivalent desirable but not essential |
| | Experience | <ul style="list-style-type: none"> • Experience in a similar industry such as military, aviation, power, oil and gas • Electrical / mechanical trade qualification highly desirable • Experience working on wind turbines highly desirable but not essential • Experience with trade specific measuring equipment and instruments • Experience working in a rope access / working at heights role for long periods of time |
| | Skills and knowledge | <ul style="list-style-type: none"> • Blasting, painting, and power tool skills • Ability to document and report on all work activities • Troubleshooting skills – ability to think outside the box for repairs and maintenance |
| | Physical Requirements | <ul style="list-style-type: none"> • Physical capability to lift, carry and work at heights in varying weather conditions • Ability to pass OGUK Medical and Chester Step Test • Ability to work offshore on a regular rotation roster |
| | Personal Attributes | <ul style="list-style-type: none"> • Safety focused, with the ability to promote and adhere to a safety-first work culture • Self-motivated with the ability to work independently on a team project |



Warehouse Coordinator

| | |
|--------------------------|----------------------------------|
| Location | Onshore |
| Work environment | Site |
| Work Area | All |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

A Warehouse Coordinator is based onshore and has overall responsibility for managing stock levels of supplies and equipment as well as ordering in parts and equipment as requested by onshore and offshore personnel. A Warehouse Coordinator is typically tasked with cost control duties to ensure pricing is within budgets and coordinating the movement of stores going to and from the onshore and offshore facilities.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Level 4 qualification in Logistics or equivalent desirable • Current OGUK Medical and Chester Step Test • First Aid Level 2 (NZQA Standard 6400) • Dogging, Rigging, Elevated Work Platform certifications desirable* • Forklift Licence desirable • Current GWO Basic Safety Training (BST) – Offshore Certification • Dangerous Goods Certification* • Current New Zealand Driver’s Licence |
| | Experience | <ul style="list-style-type: none"> • Experience working in a site-based warehouse role • Wind farm / renewables experience highly desirable but not necessary • Experience working on a multifaceted project dealing with various stakeholders including third party customers • Previous transport / logistics / inventory experience in the construction and operations phase of a project • Previous SAP experience highly desirable |
| | Skills and knowledge | <ul style="list-style-type: none"> • Advanced IT skills with strong Microsoft Office proficiency • Strong understanding of offshore logistics, transport, and scheduling • Primavera P6 or Microsoft Project planning systems familiarity desirable but not required |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to work offshore on a regular rotation roster • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Outstanding organisation skills with the ability to plan and prioritise work • Team player who can also work autonomously without supervision • Safety focused, with the ability to promote and adhere to a safety-first work culture • Great interpersonal skills with the ability to communicate to various stakeholders • Ability to adapt to changing circumstances to ensure project outcomes are always prioritised |



Wind Yield Performance Analyst

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Office with offshore travel as required |
| Work Area | Wind turbine generators |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Operations |

Tasks and Responsibilities

A Wind Yield Performance Analyst has overall responsibility for meteorological, wind and energy data analysis as well as turbine SCADA and operational performance analysis. In addition, a Wind Yield Performance Analyst typically undertakes statistical and performance modelling, site inspections and quality assurance duties.

Example Competencies

| | | |
|--|-----------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary qualification in engineering, physics, meteorology, mathematics, or another relevant field • Current GWO Basic Safety Training (BST) – Offshore Certification • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) • Masters or post-graduate certificate in specialist field relating to offshore wind highly desirable • Current HUET (1-day course) • Current OGUK Medical and Chester Step Test desirable |
| | Experience | <ul style="list-style-type: none"> • Experience in a wind yield analyst role on an onshore or offshore wind farm • Extensive experience in meteorology, oceanography or another relevant field • SCADA experience • Programming experience (actual system to be confirmed when known) |
| | Skills and knowledge | <ul style="list-style-type: none"> • Strong statistical and modelling skills very highly regarded • Working knowledge of offshore wind technologies and processes • General understanding of wind farm design and planning software • Microsoft suite proficiency including Microsoft Excel • Commercial acumen • Outstanding documentation and reporting skills |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to travel as required to inspect turbines • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Independent worker who can work well with other departments and stakeholders • Strong organisational skills with the ability to manage and prioritise workload • Great interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture |



Asset Integrity Manager/Specialist

| | |
|--------------------------|--|
| Location | Onshore |
| Work environment | Site and office |
| Work Area | Wind turbine generators / foundations / offshore substations / onshore substations |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Operations |

Tasks and Responsibilities

An Asset Integrity Manager/Specialist has overall responsibility for the coordination and optimisation of project workflows and everyday operations of the asset. An Asset Manager/Specialist’s duties typically include management of subcontractors and contractors, along with improvement projects to increase efficiency, reduce costs and improve wind turbine performance and monitor foundations, subsea works and offshore substations.

Example Competencies

| | | |
|--|-----------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary qualification in engineering, project management, marine construction, or other relevant discipline • First Aid Level 2 (NZQA Standard 6400) • Current GWO Basic Safety Training (BST) -Offshore Certification • Current OGUK Medical and Chester Step Test desirable |
| | Experience | <ul style="list-style-type: none"> • Professional experience in asset or O&M management, preferably in the wind / offshore industry or other large-scale industries • General understanding of technical systems across all areas of an offshore wind farm • Project management experience and previous leadership roles, offshore or wind highly desirable but oil and gas, mining, and power also suitable |
| | Skills and knowledge | <ul style="list-style-type: none"> • Outstanding communication and negotiation skills with the ability to work respectfully with different cultures and nationalities • Budget management skills and commercial acumen • Strong IT skills and familiarity with software and document management skills • Local knowledge regarding offshore standards and regulations including environmental standards • Ability to manage various facets of the offshore wind farm, identify issues and formulate solutions to ensure minimum project disruption |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability, flexibility, and willingness to travel offshore when required • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Strong decision-making and delegation skills • Ability to communicate effectively and work with multi-cultural teams and various stakeholders • Self-motivated and team player • Safety focused, with the ability to promote and adhere to a safety-first work culture |



Wind Turbine Technician

| | |
|--------------------------|----------------------------------|
| Location | Offshore |
| Work environment | Site |
| Work Area | Wind turbine generators |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Operations |

Tasks and Responsibilities

A Wind Turbine Technician forms an integral part of the operations and maintenance team and is typically required to complete routine maintenance checks, diagnose faults, and ensure the turbines are running at peak capacity. In addition to this, Wind Turbine Technicians are often required to assist in large component replacements and troubleshoot issues.

Example Competencies

| | | |
|--|-----------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Trade qualification, electrical, mechanical, or equivalent skill set from another heavy industry highly desirable • Dogging and Rigging certifications* • First Aid Level 2 (NZQA Standard 6400) • IRATA rope access certification desirable • Current GWO Basic Safety Training (BST) – Offshore Certification • Current HUET (1-day course) • Current OGUK Medical and Chester Step Test desirable • E-learning training for service lift model (this training is desirable but will be dependent on the turbines installed) |
| | Experience | <ul style="list-style-type: none"> • Experience in a highly disciplined industry such as aviation, military, automotive, power, mining or oil and gas • Experience in offshore or onshore wind highly desirable but not essential • Experience in a working at heights role highly regarded |
| | Skills and knowledge | <ul style="list-style-type: none"> • Mechanical skills, with the ability to repair mechanical, hydraulic, braking, and electrical systems of the wind turbines • Ability to document and report on all work activities including repairs, testing, and inspections • Troubleshooting skills with the ability to diagnose faults and problem solve |
| | Physical Requirements | <ul style="list-style-type: none"> • Physical capability to work at heights, work and crawl in confined spaces and lift heavy items • Ability to work offshore on a regular rotation roster • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Strong communication skills and interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture • Ability to work with various contractor and subcontractor groups including different cultures / nationalities |







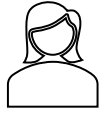
Deckhand / Mate – Crew Transfer Vessel

| | |
|--------------------------|----------------------------------|
| Location | Offshore |
| Work environment | Site |
| Work Area | Ports and harbours |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Operations |

Tasks and Responsibilities

A Deckhand / Mate has overall responsibility for manual tasks on the Crew Transfer Vessel (CTV). These typically include general painting and maintenance duties, cargo loading, assisting passengers, and operating various equipment for navigation and communication.

Example Competencies

| | | |
|---|-----------------------|---|
|  | Qualifications | <ul style="list-style-type: none">• Qualified Deck Crew or Skipper Restricted Limits certification - to be determined when CTV is selected)• Current Maritime NZ Medical Clearance |
|  | Experience | <ul style="list-style-type: none">• Experience on an inshore vessel working as part of a small team• Experience on a small passenger vessel transferring personnel to remote facilities highly regarded• Experience in offshore wind highly desirable but not essential• Independent self-starter who can organise all maintenance, servicing, and manual tasks on CTV |
|  | Skills and knowledge | <ul style="list-style-type: none">• Outstanding communication skills with the ability to communicate effectively with passengers and customers• Strong understanding of the risks associated with boarding and disembarking to an offshore wind turbine and associated facilities• Sound knowledge of inshore marine and local harbour standards, codes, and regulations |
|  | Physical Requirements | <ul style="list-style-type: none">• Ability to pass Maritime NZ Medical Clearance• Ability to work at sea in varying weather conditions on a regular rotation roster |
|  | Personal Attributes | <ul style="list-style-type: none">• Ability to be flexible and adapt to changing logistical requirements• Team player who has outstanding customer service and interpersonal skills• Safety focused, with the ability to promote and adhere to a safety-first work culture, ensuring the safety of the passengers and crew members is always the priority |







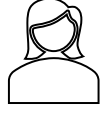
Master – Crew Transfer Vessel

| | |
|--------------------------|----------------------------------|
| Location | Offshore |
| Work environment | Site |
| Work Area | Ports and harbours |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Operations |

Tasks and Responsibilities

A Master has overall responsibility and authority of the Crew Transfer Vessel (CTV) and must ensure the safety of the passengers and crew both on board and during the personnel transfer to the wind turbine towers.

Example Competencies

| | | |
|---|-----------------------|--|
|  | Qualifications | <ul style="list-style-type: none"> • Skipper Coastal / Offshore • Current Maritime NZ Medical Clearance |
|  | Experience | <ul style="list-style-type: none"> • Experience as Master of an inshore vessel leading a small team • Experience on a small passenger vessel transferring personnel to offshore facilities • Experience in offshore wind highly desirable but not essential |
|  | Skills and knowledge | <ul style="list-style-type: none"> • Outstanding communication skills with the ability to communicate effectively with passengers • Strong understanding of the risks associated with boarding and disembarking to an offshore wind turbine and associated facilities • Sound knowledge of inshore marine and local harbour standards, codes, and regulations |
|  | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass Maritime NZ Medical Clearance • Ability to work at sea in varying weather conditions on a regular rotation roster |
|  | Personal Attributes | <ul style="list-style-type: none"> • Ability to be flexible and adapt to changing logistical requirements • Team player who has outstanding customer service and interpersonal skills • Zero harm attitude, with the ability to promote a safety-first work culture, ensuring the safety of the passengers and crew members is always the priority |








Engineer – Crew Transfer Vessel

| | |
|--------------------------|----------------------------------|
| Location | Offshore |
| Work environment | Site |
| Work Area | Ports and harbours |
| Typical employer | Lead contractor or subcontractor |
| Applicable project phase | Operations |

Tasks and Responsibilities

An Engineer has overall responsibility for the engine room including personnel and associated equipment on the Crew Transfer Vessel (CTV).

Example Competencies

| | | |
|---|-----------------------|--|
|  | Qualifications | <ul style="list-style-type: none"> • Marine Engineer class 4, 5, or 6 - to be determined when CTV is selected • Current Maritime NZ Medical Clearance |
|  | Experience | <ul style="list-style-type: none"> • Experience as an engineer on an inshore vessel working as part of a small team • Experience on a small passenger vessel transferring personnel highly regarded • Experience in offshore wind highly desirable but not essential • Strong hydraulic, electrical, and mechanical experience in operating and maintaining vessel systems |
|  | Skills and knowledge | <ul style="list-style-type: none"> • Outstanding communication skills with the ability to communicate effectively with passengers • Ability to manage and coordinate breakdowns, repairs and run regular maintenance checks • Sound knowledge of inshore marine and local harbour standards, codes, and regulations |
|  | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass Maritime NZ Medical Clearance • Ability to work at sea in varying weather conditions on a regular rotation roster |
|  | Personal Attributes | <ul style="list-style-type: none"> • Ability to be flexible and adapt to changing logistical requirements • Team player who has outstanding customer service and interpersonal skills • Zero harm attitude, with the ability to promote a safety-first work, ensuring the safety of the passengers and crew members is always the priority |



General Manager

| | |
|--------------------------|------------------------|
| Location | Onshore / offshore |
| Work environment | Office/Site |
| Work Area | Onshore |
| Typical employer | Project developer |
| Applicable project phase | Construction/Operation |

Tasks and Responsibilities

A General Manager has overall responsibility for all onshore or offshore activities for the project. Responsibilities typically include planning, engaging with stakeholders and regulatory bodies, managing day-to-day operations and reporting to the project developer and key stakeholders to ensure operations run smoothly and safely.

Example Competencies

| | | |
|--|-----------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary or trade qualification in engineering, marine, technical trades or other relevant field • Current OGUK Medical and Chester Step Test desirable (only for offshore role) • First Aid Level 2 (NZQA Standard 6400) highly desirable • HUET (1-day course) • Current GWO Basic Safety Training (BST) – Offshore Certification |
| | Experience | <ul style="list-style-type: none"> • Extensive experience in management role in a heavy industry such as mining, power and/or oil and gas • Wind farm / renewables experience highly desirable but not essential • Familiarity with local unions, Enterprise Agreements (EAs) and industrial relations landscape for onshore / offshore projects |
| | Skills and knowledge | <ul style="list-style-type: none"> • Technical understanding of wind turbines • General knowledge of offshore standards and regulations for construction and installation • Reporting skills with ability to provide updates on project schedules, budget tracking and any project changes • Microsoft suite proficiency • Experience in risk management and mitigation |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to pass a valid OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Outstanding leadership and decision-making skills • Outstanding organisation skills with the ability to plan and prioritise work • Great interpersonal skills with the ability to communicate project outcomes and any changes effectively to all stakeholders • Safety focussed and ability to lead by example in all areas of HSEQ |



Contracts and Commercial Manager

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Development / construction / operations |

Tasks and Responsibilities

A Contracts and Commercial Manager has overall responsibility for all key subcontracts, supplier, and commercial agreements. Key responsibilities typically include managing and reporting on all key contract activities during the project lifecycle, drafting commercial and contractual documents, ensuring compliance with all contractual procedures to mitigate commercial risk, advise and assist with pricing and commercial terms and negotiation of all commercial and operational terms with contractors and subcontractors.

Example Competencies

| | | |
|--|-----------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary qualification in relevant field such as law, business or finance |
| | Experience | <ul style="list-style-type: none"> • Experience working in a senior contracts / commercial role throughout the entire lifecycle of a project • Experience on large infrastructure projects • Strong project management experience • Wind farm experience highly desirable • Experience liaising with various project stakeholders and maintaining strong relationships to ensure contract and commercial delivery |
| | Skills and knowledge | <ul style="list-style-type: none"> • Comprehensive knowledge of contract management • Strong commercial acumen and business understanding • Background in or general understanding of renewables and wind energy industries • Microsoft suite proficiency including Microsoft Excel • Outstanding communication and negotiation skills • Extensive knowledge of local and offshore laws, regulation, and compliance |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to travel from time to time as required to ensure contract compliance • Current New Zealand Driver's Licence |
| | Personal Attributes | <ul style="list-style-type: none"> • Leadership qualities and ability to manage and mentor a small team • Great interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture |








Procurement Manager/Specialist

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Development / construction / operations |

Tasks and Responsibilities

A Procurement Manager/Specialist has overall responsibility for managing the supply chain process for the lifecycle of the project. The role typically includes building and developing relationships with major vendors, running tenders, facilitating tender evaluations processes and leading contract negotiations.

Example Competencies

| | | |
|---|-----------------------|--|
|  | Qualifications | <ul style="list-style-type: none"> Tertiary qualification in a relevant field such as engineering, quantity surveying, supply chain management, law, or business |
|  | Experience | <ul style="list-style-type: none"> Experience working in a senior procurement role throughout the entire lifecycle of a project SAP experience highly desirable Wind farm experience highly desirable Strong project management experience |
|  | Skills and knowledge | <ul style="list-style-type: none"> Strong commercial acumen and business understanding Outstanding communication and negotiation skills Ability to prioritise tasks and a strong attention to detail Understanding of supply chain process with experience in offshore oil and gas or wind farm supply chain highly desirable Microsoft suite proficiency including Microsoft Excel |
|  | Physical Requirements | <ul style="list-style-type: none"> Ability to travel from time to time as required |
|  | Personal Attributes | <ul style="list-style-type: none"> Leadership qualities and ability to manage and mentor a small team Safety focused, with the ability to promote and adhere to a safety-first work culture Great interpersonal and communication skills |



Planning Manager/Specialist

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Development / construction / operations |

Tasks and Responsibilities

A Planning Manager/Specialist has overall responsibility for creating and managing the project timeline by developing schedules, deliverables, risk management and resource planning for the relevant project phases. The role also typically requires regular review of supplier and subcontractor time schedules to ensure compliance with the project timeline and communicating updates to the relevant stakeholders.

Example Competencies

| | | |
|--|-----------------------|---|
| | Qualifications | <ul style="list-style-type: none"> Tertiary qualification in relevant field such as engineering or project management |
| | Experience | <ul style="list-style-type: none"> Experience working in a senior role in project controls or planning / scheduling throughout the entire lifecycle of a project Wind farm or other renewables industry experience highly desirable Strong project management experience SAP experience desirable but not essential |
| | Skills and knowledge | <ul style="list-style-type: none"> General knowledge in the areas of engineering, manufacturing, procurement, and construction processes Strong commercial acumen and business understanding Primavera P6 or Microsoft Project planning systems familiarity Robust analytical skills |
| | Physical Requirements | <ul style="list-style-type: none"> Ability to travel as needed |
| | Personal Attributes | <ul style="list-style-type: none"> Ability to plan and prioritise work Safety focused, with the ability to promote and adhere to a safety-first work culture Great interpersonal skills |



Human Resources Manager/Specialist

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Development / construction / operations |

Tasks and Responsibilities

A Human Resources (HR) Manager/Specialist has responsibility for policy implementation and management to promote a positive workplace culture and high employee retention for the lifecycle of the project. Typical tasks include recruitment, onboarding, career development, performance management, change management, cultural leadership, and dispute resolution.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary qualification in Human Resources / Business (or related relevant field) • Post graduate study in industrial relations or QHSE highly regarded |
| | Experience | <ul style="list-style-type: none"> • Experience working as a HR generalist in a management role on a large infrastructure project involving numerous subcontractors and stakeholders • Experience with employee dispute resolution, case management, disciplinary processes, and investigations • Wind farm or offshore experience highly desirable • Experience liaising with various project stakeholders and maintaining strong relationships to ensure contract and commercial delivery |
| | Skills and knowledge | <ul style="list-style-type: none"> • Coaching and mentoring skills with the ability to lead by example • General understanding of renewables and wind energy industries • Working knowledge of the Employment Relations Act, Enterprise Agreements (EAs) and local employment law and agencies including local and offshore laws, regulation, and compliance • Human Resource Management System and Microsoft suite proficiency • Outstanding communication and negotiation skills |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to travel as required to manage employee relations • Current New Zealand Driver's Licence |
| | Personal Attributes | <ul style="list-style-type: none"> • Leadership qualities and ability to manage and mentor a small team • Professional conduct always ensuring employee confidentiality • Great interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture |



Finance Manager / Specialist

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Development / construction / operations |

Tasks and Responsibilities

Finance personnel have overall responsibility for all matters relating to finance, accounting, insurance and taxation. Key responsibilities typically include managing payment and treasury functions, reporting on performance, ensuring compliance with tax law, and advising and assisting with commercial negotiation of all commercial and operational terms with contractors and subcontractors.

Example Competencies

| | | |
|--|------------------------------|---|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary qualification in relevant field such as law, business or finance |
| | Experience | <ul style="list-style-type: none"> • Experience working in a senior finance or commercial role throughout the entire lifecycle of a project • Experience on large infrastructure projects • Strong project management experience • Wind farm experience highly desirable • Experience liaising with various project stakeholders and maintaining strong relationships to ensure contract and commercial delivery |
| | Skills and knowledge | <ul style="list-style-type: none"> • Comprehensive knowledge of finance and related matters • Strong commercial acumen and business understanding • Background in or general understanding of renewables and wind energy industries • Microsoft suite proficiency including Microsoft Excel • Outstanding communication and negotiation skills • Extensive knowledge of local and offshore laws, regulation, and compliance |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to travel from time to time as required to ensure contract compliance • Current New Zealand Driver's Licence |
| | Personal Attributes | <ul style="list-style-type: none"> • Leadership qualities and ability to manage and mentor a small team • Great interpersonal skills • Safety focused, with the ability to promote and adhere to a safety-first work culture |



Regulatory Compliance and Community Relations Manager

| | |
|--------------------------|---|
| Location | Onshore |
| Work environment | Site and office |
| Work Area | All |
| Typical employer | Developer, lead contractor or subcontractor |
| Applicable project phase | Construction / operations |

Tasks and Responsibilities

This position has overall responsibility for managing regulatory compliance and community relations during the construction and operational phases of the project. A Manager is typically required to manage relationships with the stakeholders involved in any environmental assessments, approval change requests or updates during the project’s construction or operation.

Example Competencies

| | | |
|--|-----------------------|--|
| | Qualifications | <ul style="list-style-type: none"> • Tertiary educated in relevant field (i.e. engineering, environmental, renewables) • Current OGUK Medical and Chester Step Test desirable (only for offshore role) • First Aid Level 2 (NZQA Standard 6400) highly desirable • Current HUET (1-day course) • Current GWO Basic Safety Training (BST) – Offshore Certification |
| | Experience | <ul style="list-style-type: none"> • Experience managing approvals in an onshore / offshore field • Wind farm / renewables experience highly desirable but not necessary |
| | Skills and knowledge | <ul style="list-style-type: none"> • Extensive environmental knowledge including local, state, national and international regulations and standards • General knowledge of offshore standards and regulations for construction and installation • Computer literacy with adequate skills in Microsoft suite • Reporting skills with capability to provide updates on any approval changes to developer and any other relevant stakeholders |
| | Physical Requirements | <ul style="list-style-type: none"> • Ability to work on site or in an office • Ability to pass OGUK Medical and Chester Step Test |
| | Personal Attributes | <ul style="list-style-type: none"> • Outstanding organisation skills with the ability to plan and prioritise work • Safety focused, with the ability to promote and adhere to a safety-first work culture • Excellent interpersonal skills with the ability to communicate any changes effectively to all stakeholders |

| Desirable qualifications | Potential providers* |
|---|--------------------------------|
| Occupational diving COC (Certificate of Competence) and ADAS | Omne Marine Group |
| NZQA Standard 6400 (First aid level 2) | Multiple providers |
| Diving medical clearance DHMS | DHMS, other providers |
| Basic Offshore Safety Induction and Emergency Training (BOSIET) | Wood Training |
| Maritime NZ Medical Clearance | Maritime NZ |
| Certificate of Safety Training (full course) - STCW Reg IV/1 | Maritime NZ, Te Pūkenga |
| Chester Step Test | Multiple providers |
| Confined Space Entry Certificate | Axiom, Te Pūkenga |
| Dangerous Goods Certificate | Te Pūkenga |
| Dogging and Rigging Certifications | Axiom, Te Pūkenga |
| NZ Full Drivers License | Multiple providers |
| Elevated Work Platform (EWP) certification | Axiom, Safety n' action |
| Global Wind Organisation (GWO) Basic Safety Training (BST) | Vertical Horizonz |
| Global Wind Organisation Blade Repair Training Certificate | Vertical Horizonz |
| Global Wind Organisation (GWO) Basic Technical Training | Vertical Horizonz |
| Helicopter Underwater Escape Training (HUET) | Denray training, Wood training |
| High Voltage certifications | Te Pūkenga, other providers |
| Inshore / domestic maritime qualifications | Te Pūkenga, other providers |
| IRATA Rope Access Certification | TARA, other providers |
| ISO 9001, ISO 14001 and ISO 45001 Internal Auditor Training | Multiple providers |
| Minimum CIP -2 Certified Coating Inspector | AMPP |
| Permit to Work Training | Multiple providers |
| New Zealand GMDSS radio operator certificate | Maritime NZ |
| Wind farm maintenance Certificate level 4 | Te Pūkenga |
| Trade Certificates | Te Pūkenga, other providers |
| Welding Certificate | Te Pūkenga, other providers |
| Working at Heights certificate | Te Pūkenga |

The qualifications and potential provider listings are indicative and are based on information available at the time this document was prepared. Parties should seek their own information on qualifications required for specific roles and on authorised training providers.