



Job Profile: Wind Farm Site Manager

Position: Wind Farm Site Manager

Reports to: General Manager

Location: Komani (Queenstown)/Sterkstroom/Molteno

Employment Type: Permanent

1. Role Purpose

The Wind Farm Site Manager is responsible for the overall management of the wind farm site, ensuring safe, reliable, and efficient operations while maintaining compliance with all regulatory, contractual, and environmental requirements. The role requires strong leadership in personnel management, health, safety, and environmental (HSE) oversight, maintenance execution (including contractor management), and contractor quality inspections. Additionally, the Site Manager is accountable for asset performance monitoring, emergency response coordination, plant budget management, and reporting. This position ensures the wind farm operates at optimal performance while maintaining positive relationships with various stakeholders.

2. Key Responsibilities


A. Operations and Maintenance Management

- Oversee the execution of the wind farm's maintenance plan, ensuring compliance with OEM recommendations, contractual obligations, and best industry practices.
- Provide technical guidance to site personnel and ensure adherence to operational procedures.
- Coordinate and oversee corrective and preventive maintenance activities to maximize turbine availability and energy production.
- Work closely with contractors and OEMs to ensure optimal turbine performance and troubleshoot technical issues.

Directors – W.L. Callcott-Stevens · H. Muraoka * · G.F. James · W. Visser · K. Ngoasheng · S. Nakamura * ·
G. Moseneke · S. Capriello · J.L. Foster (*Japanese)

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Dorper Wind Farm (RF) Proprietary Limited
Registration Number 2009/022085/07
VAT Registration Number 4010261818



- Ensure all work is documented, with clear reporting on availability, performance, and downtime events.

B. Personnel and Contractors Management

- Lead, mentor, and manage site team, ensuring a high-performance team culture
- Oversee site workforce planning, and performance management together with team and contractors
- Manage contractors and third-party service providers, ensuring adherence to contractual obligations, quality standards, and safety requirements.
- Establish and enforce discipline in planning, execution, documentation, reporting and accountability for all site activities.

C. Health, Safety, and Environment (HSE) Compliance

- Drive a strong Health Safety and Environment culture on-site, ensuring adherence to HSE regulations, EMP/EIA, company policies, Occupational Health & Safety Act, General Machinery Regulations, Operating Regulations for High Voltage Systems and industry best practices.
- Implement and enforce permit-to-work procedures, risk assessments, and safety protocols.
- Conduct site safety audits, incident investigations, and emergency response drills.
- Engage with contractors and staff to ensure compliance with environmental and social obligations.

D. Landowner and Stakeholder Relations

- Maintain strong relationships with landowners, local communities, and authorities, addressing concerns proactively.
- Ensure adherence to land lease agreements and manage any site-related disputes professionally.


E. Budget and Financial Management

- Develop, manage, and monitor the site's operational budget, ensuring cost-effective operations.

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- Track and control expenditures while ensuring compliance with financial approvals and controls.
- Optimize site operations to maximize efficiency within budget constraints.

F. Contractor Quality Oversight

- Implement and oversee a contractor quality inspection program, ensuring all work meets technical and safety standards.
- Review contractor performance, ensuring timely resolution of any defects or non-compliance.

3. Key Competencies & Skills


- **Technical Expertise:** Strong understanding of wind turbine technology, SCADA systems, electrical and/or mechanical maintenance.
- **HSE Leadership:** Ability to drive a strong safety culture and implement best practices in occupational health and safety as well as manage environmental constraints.
- **People Management:** experience in managing teams, conflict resolution, and performance management.
- **Problem-Solving & Decision-Making:** Ability to analyse issues, make informed decisions, and implement solution and drive solutions to their conclusion.
- **Communication & Stakeholder Management:** Strong interpersonal skills for engaging with landowners, contractors, management, and shareholders.


4. Qualifications & Experience

- Bachelor's Degree in Electrical/ Mechanical/ Energy Engineering or related
- 8+ years of experience in wind/thermal/hydro plant operations, maintenance, or a related field.
- Government Certificate of Competency (GCC) is an advantage

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