

Electricity Design Manager

GENERAL DESCRIPTION

To be responsible for the production of electricity network designs for in house projects and the review/approval of electricity network designs (up to and including 33kv) from third party subcontractors.

LOCATION

Epsom, Surrey /
Home-based

TYPE OF CONTRACT

Full-time

DEPARTMENT

Operations

REPORTS TO

Asset Management Director

RESPONSIBILITIES & ACCOUNTABILITIES

- Obtain and maintain NERS accreditation, in line with planned milestones.
- Implement and operate electricity network design, variation, and approvals processes, ensuring the design process supports both our sales process and asset adoption customer journey.
- Draft and maintain electricity technical and design standards, ensuring all relevant standards, processes and procedures are suitable for both direct construction and third-party asset adoption designs.
- Build relationships and manage engagement with upstream DNOs, including capacity enquiries, POC requests and informal queries.
- Develop and deliver electricity consultancy services to support our business development efforts.
- Recruit, lead and develop a high performing, commercially minded electricity design team to deliver market leading technical / design services.
- Responsibility for design related KPIs, including design approval and variation times, and customer satisfaction scores for design and consultancy services.
- Participate in regular training / learning activities to maintain and develop skills and knowledge.
- Adhere to all Stark policies, procedures and working practices.
- Ensure the health and safety of yourself and others who may be affected by what you do; use work equipment provided safely and co-operate with managers to provide safe systems of work.
- Any other reasonable duties as required.

PERSON SPECIFICATION:

- Able to prioritise work based on value.
- Able to provide simple explanations and solutions for complex issues.
- Customer focused.
- Able to support in the production of quotations, as required.
- Exceptional attention to detail.
- Passionate about electricity networks.
- Commercially minded.
- Adaptable and pragmatic, particularly under pressure.

- Self-motivated and proactive.
- A team player, aware of the bigger picture.
- Ideally a good leader, capable of scaling a high performing team.
- Consistently professional, confident and calm even in challenging situations.
- Demonstrate a customer focused approach; and an expectation of others to do likewise.
- Supportive and helpful team player with a flexible and positive attitude.
- Proactively share knowledge, skills and experience with others to increase team performance.
- Deliver a high volume of quality work on time.
- Strive to get things right first time.
- Strive to meet objectives and improve performance.
- Highly organised with good attention to detail.
- Prioritise work well.
- Work effectively and responsibly without close supervision.
- Reflect and evaluate own performance in order to identify areas for improvement; maintain a learning and development plan.

COMMUNICATION & INTERPERSONAL SKILLS:

- Articulate, professional and clear verbal communication skills.
- Present information clearly and in an engaging way.
- Good interpersonal and rapport-building abilities.
- Precise and appropriate written communication skills.
- Good telephone manner.
- Good listener; can understand the needs of customers and colleagues.

TECHNICAL SKILLS & KNOWLEDGE:

- Relevant engineering degree, HND or equivalent.
- Chartered or willing to work towards chartered (electrical) Engineer Status.
- Strong problem-solving and analytical abilities.
- Keep up to date with advances in business area, new methods and ways of working.
- Strong administrative and organisational skills.
- Intermediate knowledge of Excel, Word and Outlook.
- Confident and accurate use of departmental computer systems/databases.

LEADERSHIP STYLE:

- Successfully demonstrate inspirational people management skills through improved team performance and achievement of team objectives.
- Actively listen to others viewpoints, involve them in decision making and encourage team members to take responsibility.
- Ensure the team understands the importance of their jobs in relation to Stark's success and what is expected of them.
- Celebrate team success, regularly praise achievement.
- Ensure the effective development of team members; complete effective evaluation of all learning events against the achievement of business objectives.
- Project an assertive, motivational style with a high degree of personal impact which wins people's respect.
- Comfortable with making decisions and problem-solving under pressure.

PERFORMANCE MANAGEMENT SKILLS:

- Drive high standards of management performance and development, regularly review team success and failures. Strive to succeed and facilitate achievement of team and individual objectives through regular team meetings, one-to-ones and PDR process.
- Actively support and encourage team members to suggest ways of continually improving what the team/Stark does.
- Take pragmatic, highly effective decisions on all occasions based on a significant awareness and understanding of business issues and activities. Apply a strong commercial awareness having considered all options.
- Take responsibility for managing and communicating with the team. Display a strongly defined sense of purpose, give clear direction.
- Portray a resilient, tactful approach in dealing with challenging people-management issues; proactively resolve conflict early.
- Achieve successful management of financial costs and resources.

PERFORMANCE REVIEWS:

Your performance and development in the role will be discussed with you in a quarterly Personal Development Review (PDR) meeting and on a more in-depth basis annually. Your performance will be measured by:

- Assessment of achievement of personal and team objectives.
- Assessment against competencies defined in this job profile.
- Feedback will be obtained from line manager, other selected managers, colleagues, third parties and stakeholders (both internal and external) as appropriate.

GENERAL:

- The position includes 20 days annual leave p.a. + statutory bank holidays.
- The post-holder will have the opportunity to participate in the (contributory) Pension Scheme.
- Above market rate salary – subject to suitability, experience and qualifications.
- The post holder will have access to a range of employee benefits.

NEXT STEPS

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This job profile including reporting lines and job title will be reviewed regularly and will be changed as necessary in accordance with business requirements.

This job description is not intended to be all-inclusive. Employees may perform other related duties as agreed to meet the ongoing needs of the business.

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