



North & Mid Wales Trunk Road Agent Electrical Engineer

Recruitment Pack



Welcome from the Head of Service



DAVID COOIL
NMWTRA HEAD OF SERVICE

At the NMWTRA, we help create a road network that connects people and places in a safer, greener and more reliable way.

We work on projects across North and Mid Wales that address some of the country's most critical challenges. From complex infrastructure, increasing transport needs, and climate change – we combine innovation, expertise, and technology to make North and Mid Wales a better place to live, work and visit.

You can contribute to work that will have a lasting positive impact on your local community with an organisation where diversity, equity and inclusion are shared values. We're committed to fostering a work environment that's supportive, respectful, and inclusive, with great opportunities for growth.

Why not give it a try? We would be very happy to consider your application to join our skilled, enthusiastic, and friendly team.

A handwritten signature in dark ink, appearing to read 'D. Cooil'.

Where we're based

**Over 250
employees based
across North and
Mid Wales.**

- Aberaeron, Ceredigion
- Bangor, Gwynedd
- Conwy
- Dolgellau, Gwynedd
- Halkyn, Wrexham
- Llandrindod Wells, Powys
- Newtown, Powys



Job Title: Electrical Engineer

Salary: S4 (SCP 26-28) £34,834 - £36,648

Duration: Permanent

Location: Hybrid Working from our Conwy Office

Closing date: 01/02/2024

Application forms and further details available at www.gwynedd.gov.uk or by telephoning 01286 679076.

[Apply here](#)

Do you enjoy a challenge and like variety? If so, then this post may be for you.

We are looking for a Electrical Engineer to join an exciting and growing team.

Purpose of post

NMWTRA has an exciting opportunity for an enthusiastic candidate to join our dynamic technology team.

This permanent position is well suited to an individual that is looking to progress their career with managing electrical infrastructure and asset management.

The post would suit a candidate that has strong analytical and problem solving skills and who is self motivated and able to use their own initiative to complete tasks. A key element to this role is the ability to accurately scrutinise information such as technical drawings, specifications and certificates.

The ideal candidate would have a passion for electrical installations and innovation. They would support the delivery of projects relating to the deployment of electrical infrastructure on the trunk road network ensuring installations meet the required quality levels in addition to ensuring they adhere to the relevant standards. The candidate would also support the team with managing resources, budgets and client / stakeholder liaison.

The candidate will assist the team with raising the profile of the technology team capabilities within the organisation.

The candidate will gain opportunities to be involved in current and emerging best practices and standards relating to the planning, design and operation of electrical and technology solutions.

The candidate must have excellent communication skills, both written and verbal, with the ability to adapt your style to suit your audience. They must also enjoy working closely with clients and other members of the professional team and support the team with developing solutions that exceed our client's expectations.

Applicants should have experience of working within a supportive environment, be able to logically approach problems and use evidence to reach solutions or recommendations, be comfortable using a range of software, and quickly learn how to use new systems and interfaces.

The ideal candidate shall have experience and an understanding of asset management systems, electrical installations and Microsoft Technologies such as Word, Excel and PowerBI.



Responsibilities

- To assist with the management of NMWTRA's electrical assets.
- To assist the assistant tunnel and technology managers and the electrical technology asset project and programme manager with the programmed, routine and reactive activities associated with NMWTRA's electrical assets.
- To assist the assistant tunnel and technology managers and the electrical technology asset project and programme manager with the updating of the Welsh Government asset manager system.
- To assist the assistant tunnel and technology managers and the electrical technology asset project and programme manager with ensuring each assets have a valid certification.
- To act as supervisor when commissioning and managing electrical schemes.
- Assist in maintaining and updating NMWTRA's inventory of electrical asset equipment, and continually updating the data stored within the Welsh Government asset management system in addition to linking data to corporate GIS mapping, corporate SharePoint and Central Management Systems.
- Identifying and classifying electrical asset defects.
- To commission and manage Partner Authority electrical asset inspection programmes
- To assist the electrical technology asset project and programme manager with managing the performance and quality of the electrical contractors and Distribution Network Operator (DNO) to meet key performance requirements.
- Assist the electrical technology asset project and programme manager in delivery of maintenance and inspection programmes.
- Assist in management of electrical asset maintenance budgets.
- To attend on site when required to undertake inspection audit and supervision audit of the electrical contractors repairs of faults and cyclic maintenance, and co-ordinate electrical, structural and cyclic maintenance work program.
- Preparation of monthly performance indicators reports for each Partnering Authority or electrical contractor.
- Generating works orders, measuring inspection and final authorisation of invoices for payment.
- Assist with validating completed works and acknowledgment of invoices for payment.
- To act as supervisor for commissioning and managing electrical scheme delivery.
- Assist the electrical technology asset project and programme manager with managing the performance of the NMWTRA's contractors and consultants to achieve the desired level of project delivery.
- Assist in managing the electrical asset scheme/project budgets.
- Represent NMWTRA at meetings and provide electrical and street lighting technical advice for Partnering Authorities, contractors, consultants, WG, NMWTRA officers and elected members.



Person Specification

You should refer to these job specific criteria in your application form.

Job Specific Criteria

Essential

We're looking for someone who is able to work under pressure and has the ability to motivate staff at all levels, with good organisational skills.

Qualifications and relevant training

Essential

We're seeking someone who has a HNC (or equivalent) in Electrical/Electronic engineering or 5 years' industry experience or Degree in Electrical/Electronic Engineering.

Relevant Experience

Essential

We're looking for someone who has experience in electrical asset design, inspection and or maintenance.

Skills and specialist knowledge

Essential

Looking for someone who is has IT skills use of Microsoft Office suite of programs including Word and Excel.

Language requirements

Essential

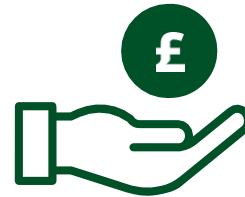
The ability to speak english is essential for this role.

Working for the North & Mid Wales Trunk Road Agent

NMWTRA is an exciting place to work. We have progressive policies and a commitment to training and development.



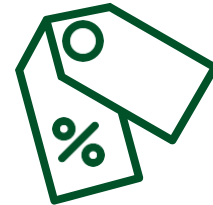
- 26 days of annual leave per year.
- 8.5 days of public and statutory holidays.
- Hybrid working minimum 2 days in the office.
- Flexible working hours.



- Incremental pay increase
- Generous Local Government Pension Scheme further information on the [Gwynedd Pension Fund](#) website.



- The opportunity to work in beautiful locations across North and Mid Wales including 1 national parks, 50 nature reserves and 1,680 miles of stunning coastline.



- Assisted car purchase & cycle to works schemes
- Lifestyle savings on groceries, holidays, eating out, DIY, electricals, insurance, motoring, and much more!



- On the job learning and exciting career development opportunities.
- Contribution towards the membership of professional bodies which are relevant to the work.



- MEDRA Counselling service - free and confidential counselling service for staff
- Generous maternity, foster, adoption, and shared parental leave