



POWERING YOUR CAREER

**Works Co-ordinator
Role Profile**

Works Co-ordinator

Location: Dewsbury/West Yorkshire

Directorate: Field Operations

Job Ref No: R5384

Do you want to help power your career and be part of an evolving energy industry?

An exciting opportunity has arisen for an enthusiastic Works Co-ordinator to join our West Yorkshire Regional Field Operations Team.

The energy industry is advancing with investment in smart technology innovation and Northern Powergrid, as the company responsible for powering everyday life for 8 million customers across 3.9 million homes and businesses in the Northeast, Yorkshire and northern Lincolnshire, is at the forefront of delivering a power network that meets the region's needs, now and in the future.

Our vision is to be the best energy company in serving our 3.9 million homes, whilst delivering a sustainable energy solution. As a dedicated Works Co-ordinator you will be an integral part of achieving this, while always striving to keep our customers' power flowing. The person appointed to this position will be an integral part of the West Yorkshire team and be responsible in working across multiple workstreams across the Coordinator role including Service Alterations, General Enquiries & Connections.

Along with a competitive salary range of £32,945 - £42,412 we also offer great benefits such as;

- Enrolment into our pension scheme
- 25 days holiday

We're excited to hear from candidates with a passion for our company and the industry and a desire to succeed. [Apply now](#) and we'll be in touch.

Key Responsibilities

The successful candidate will:

- Planning and delivery of a wide range of projects / activities across multiple work streams to time, cost and quality.
- Effective site management of resources, including direct labour and contractors.
- Ensure timely responses & actions are taken to progress incoming work.
- Communicate effectively with customers, service providers and local authorities.
- Provide accurate and timely reports on progress and status of regional projects in development and delivery.
- Formally close-out and review delivered projects against business objectives and project success criteria.
- Manage customer experience from initial contact through to closure.
- Provide coaching and mentoring to develop trainees throughout the business

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Key Competencies

- Programme and Project Management
- Financial management of project costs
- Safety, Health, Environment – knowledge and application of all Company and statutory requirements
- Planning and organising
- Team working
- Customer Service / Contractor liaison
- Coaching and mentoring

Qualifications and Attributes

Essential Qualifications and Experience

- Full UK Driving Licence
- Excellent customer service skills
- Be willing to work towards LV authorisations.

Desirable Qualifications and Experience

- ONC Electrical Engineering/ILM Level 3
- Electrical Trade / Engineering Background
- Knowledge of the distribution network

[Click here to apply today](#)

Visit [northernpowergrid.com/careers](https://www.northernpowergrid.com/careers) to find out more about this and other career opportunities.

Posted: 1 November 2022

Closing date for applications: 15 November 2022

Applicants are considered on the basis of their suitability for the post irrespective of sex, marital status, sexual orientation, gender re-assignment, race, age or disability, in accordance with the Equality Act 2010.