

# NETWORK INVESTMENT PLAN (NIP) PROGRAMME MANAGER ROLE SPECIFICATION



## BACKGROUND

NIE Networks wishes to recruit a Network Investment Plan (NIP) Programme Manager to its Programme Management Team. The Programme Management Team co-ordinates the delivery of the investment objectives of our Network Investment, D5 and Inspections, Maintenance, Faults and Tree Cutting (IMF&T) plans across the organisation. NIE Networks aims to deliver over £1 billion of investment within the RP7 price control period across these plans. In addition to this, a further £0.5 billion is expected to be invested in creating capacity on the transmission network.

## THE ROLE

Reporting to the Head of Programme Management the primary focus for the successful candidate will be prioritising investment delivery, managing interdependencies of the programmes, forecasting both short term and medium term delivery and identifying the resource capacity and availability to ensure delivery of the integrated investment plan. This will be achieved through the day-to-day management of the wider Programme Management team.

You will be responsible for ensuring the investment of regulatory allowances is appropriate and that both costs and timescales are in line with NIE Networks' business plan. You will regularly monitor the cost and timescale performance at an overall programme level, identifying efficiencies and optimising delivery of the programme.

This is an exciting opportunity for an ambitious individual to join a highly efficient and successful company. The role requires a positive attitude, a high level of attention to detail and an analytical and questioning mindset.

### Key Tasks

- Management and Development of the Programme Management team
- Development and consolidation of individual programme forecasts to produce a programme level financial and resource plan
- Development and consolidation of programme performance against targets identifying key areas of concern to support pro-active and corrective decision-making at a programme level.
- Liaison with Transmission Investment Programme Manager to optimise investment across all RP7 streams
- Reporting on programme performance to senior managers.
- Review of annual Regulatory reports and the presentation of these to senior managers.
- Leading monthly programme review meetings, holding key stakeholders accountable for actions and performance.
- Pro-actively engaging with the business to ensure efficient programme delivery.
- Ensuring sound financial controls and processes are in place.
- Further development of current reporting and forecasting models to meet changing business needs.

## THE INDIVIDUAL

### Essential Criteria

It is essential that the successful candidate meets the following requirements:

- Either:
  - A professional Accounting Qualification (ACA, CIMA, ACCA etc.) and a minimum of 3.5 years post qualification experience. OR
  - A minimum of 3 years' experience in a similar role
- Previous experience in financial planning and analysis roles.
- Ability to develop clear and concise commentary explaining business results.
- Excellent analytical and problem-solving skills.
- Strong IT skills with particular focus on the use of Microsoft Office and more particularly Excel.

- A strong understanding of the need for target setting and the value this brings to a business.
- Ability to meet tight reporting deadlines and prioritise conflicting work demands.
- Strong commercial acumen.
- Current valid driving licence.

### Desirable Criteria

It would be advantageous if you have any of the following:

- Experience in managing and developing a team.
- Relevant experience within a regulated business.
- Experience in the use of SAP.
- Experience in the use of Power BI.

The nature of the job will change over time as the needs of the business change. It is a requirement of the jobholder to contribute to the development of the role in best reflecting these changing needs.

The job requires a considerable degree of commitment, flexibility and adaptability to meet quality standards and work deadlines.

## CORE COMPETENCIES

The person appointed must demonstrate the following core competencies:

### Communication

Able to communicate information and ideas clearly and articulately both in oral and written form. Uses appropriate language, style and methods depending on audience and the purpose of communication. Able to convey complex information clearly. Anticipates the information that others will need.

### Attention to Detail

Ability to process detailed information effectively and consistently. The ability to accomplish/complete a task while demonstrating a thorough concern for all the areas involved, no matter how small. This means monitoring and checking work or information, while organising time and resources efficiently.

### Organised

Able to achieve results in a quality, timely, and cost-effective way. Sees priorities, plans the efficient use of resources, and monitors progress against objectives. Anticipates crucial stages in projects. Formulates alternative means of achieving objectives. Responds effectively to unforeseen events.

### Team Work

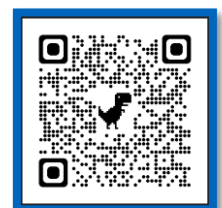
Actively participates in team. Encourages co-operation. Aware of the needs of others and responds flexibly. Shares information and supports other team members. Can get things done through others and set realistic objectives. Seeks opportunities to develop others. Prioritises team goals over individual goals.

## ADDITIONAL INFORMATION

The nature of the job demands that the post holder will be expected to travel from time to time. The successful candidate must therefore have the use of a vehicle. Company mileage will be paid at a generous rate.

## THE PACKAGE

An attractive salary and benefits package commensurate with experience and qualifications will be available to the successful candidate. The company also offers many other [benefits](#). (The QR code will take you to the benefits section of our website).



## OUR PEOPLE MATTER

At NIE Networks we realise our employees are at the heart of our success and they are the future of an ever-changing energy industry. With employee wellbeing at the core of our approach, we are continually investing in our people and are committed to helping every individual reach their full potential through both professional

and personal development. We believe in nurturing effective teams and high performing leaders to deliver the best possible service for our customers.

## DISABILITY

NIE Networks will provide reasonable support to disabled applicants throughout the recruitment process. Applicants who may require special arrangements should identify this clearly within their application form to enable us to make any appropriate adjustments.

## DIVERSITY AND INCLUSION

NIE Networks has achieved Silver, Diversity Mark Accreditation and is committed to equality of opportunity and acknowledges the unique contribution that all potential candidates can bring in terms of their education, ethnicity, race, gender, nationality, age, religion, disability, sexual orientation and opinions. Applications are positively welcomed from all backgrounds and appointments are made on merit following a fair, open and transparent selection process.

## HOW TO APPLY

Please submit a CV and cover letter together (detailing alignment to the essential criteria) via the NIE Networks recruitment portal [www.nienetworks.co.uk/jobs](http://www.nienetworks.co.uk/jobs) (The best experience of this portal will be through the Google Chrome internet browser or click on the QR code.)



- Once you are in the careers page select the Network Investment Plan (NIP) Programme Manager role and click on **"Apply Now"**.
- You will initially be asked to create a "Candidate Area" by inputting your email address and a secure password – once you select "Create Candidate Area" you can then log in directly using these same details. The address that you register with will be the address that we contact you on.
- Select **"Apply for Vacancy"**
- Once you have created your profile upload both your CV and Cover Letter within your application.
- Please ensure to review your CV before submission as you will not have the opportunity to amend the CV once it has been submitted.
- You will receive an email confirmation once your CV and Cover Letter has been submitted (Please check your junk mail too).
- Late applications will not be accepted

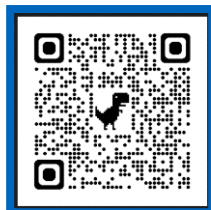
Completed CV's and cover letter must be submitted no later than **11pm on Wednesday 8 May 2024**

NIE Networks is committed to the principles of public appointments based on merit with independent assessment, openness and transparency of process

## FOR YOUR INFORMATION

If you would like to view up to date information about NIE Networks please visit our website [www.nienetworks.co.uk](http://www.nienetworks.co.uk) or scan the QR codes below.

About NIE Networks



About NIE Networks History



Or alternatively check out our social media platforms via the links provided on each graphic below.

