

Governance & Risk Analyst Role Specification



BACKGROUND

NIE Networks owns and operates the electricity network consisting of approximately 2,300km of transmission network and 47,000km of distribution network, reaching over 929,000 customers in the form of homes, businesses, and farms. We have an ambitious growth strategy planned for the next five years focusing on *Delivering a Sustainable Energy System for all*. This is an exciting time to join the company as we work towards delivering against our three key objectives which are to:

- Meet Northern Ireland's energy needs
- Develop a sustainable networks; and
- Transform our business.

We are currently seeking to recruit a Governance & Risk Analyst to join our Finance & Regulation team. This appointment will be on an initial fixed term basis for up to 18 months.

The successful candidate will play a crucial role in supporting and further developing NIE Networks' Risk Management, Governance and internal control processes and culture. The role is based at our newly refurbished offices in Danesfort (South Belfast) and there is an agile home working policy in place.

THE ROLE

Reporting directly to the Chief Risk Officer you will assist in the delivery of a number of initiatives and BAU activities to support the maintenance, development and implementation of effective risk management, governance and internal control processes for the organisation.

Key responsibilities of the role include:

- Developing effective frameworks, policies and processes to assess, manage, and monitor risk in line with NIE's ambitious growth strategy.
- Testing the robustness of policies, procedures and controls supporting key business activities.
- Monitoring the implementation of the risk identification and internal control processes.
- Supporting reporting requirements to the Risk Management Committee, Executive Committee and the Board (via the Audit and Risk Committee).
- Supporting the development of training materials to promote effective risk management, governance and internal control processes as part of an integrated assurance approach.
- Cross-functional collaboration: Working closely with different departments to champion and support an effective risk management culture across the organisation and support an effective Three Lines of Defence model; Building a governance focus with finance colleagues and operational managers.
- Coordinating and assisting in the planning and preparation of internal audits.
- Maintaining accurate and up-to-date records and documents related to governance, risk, and compliance activities.
- Supporting ad hoc governance-related projects within the business.

ESSENTIAL CRITERIA

- **Risk Management and Governance Expertise:**

- ✚ Possess an appropriate professional or accounting qualification coupled with at least three years post-qualification experience and proven track record of supporting risk management and governance best practice activities;

Or

- ✚ Have a minimum of 5 years experience and proven track record of supporting risk management and governance best practice activities.

- **Leadership and Influence:**

- ✚ Strong leadership skills with a track record of guiding cross-functional teams in implementing best practice effective risk management and internal control framework processes.
- ✚ Ability to influence decision making at different levels, communicate complex information clearly and foster a risk aware culture.

- Ability to partner collaboratively and establish good effective working relationships
- Excellent analytical and problem-solving skills.
- Excellent interpersonal and communication skills

DESIRABLE CRITERIA

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

- Experience in testing the robustness of policies, procedures and controls supporting key business processes
- Experience in dealing with or undertaking Internal audits
- Knowledge of or experience in working in a Regulated Environment

CORE COMPETENCIES

Candidates must demonstrate the following core competencies:

Communication and Influencing

Able to communicate complex information and ideas clearly. Uses appropriate language, style and methods depending on audience and the purpose of communication to influence decision making at all levels and foster a risk aware culture.

Result-Oriented

The ability to take direct action in order to attain or exceed objectives.

Analysis / Problem solving

Able to identify and separate out the key components of problems and situations. Able to manipulate and interpret information from a range of sources, to spot patterns and trends in information and to deduce cause and effect from this. Can generate a range of creative solutions, evaluate them and choose the most appropriate option.

Planning and Organising

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.

Networking and Collaboration

The ability to develop and maintain relations, alliances and coalitions within and outside the organisation and to use them in order to obtain information, support and cooperation

ADDITIONAL INFORMATION

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

THE PACKAGE

The remuneration package will be on a personal contract basis and the starting salary will be commensurate with the ability and experience of 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 customer

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 (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 Governance & Risk Analyst 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 Thursday 29 May 2025**.

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 or scan the QR codes below.



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

