

# ***Solicitor Role Specification***



## BACKGROUND

Northern Ireland Electricity Networks (NIE Networks) is the owner of the electricity transmission and distribution networks in Northern Ireland, transporting electricity to 929,000 customers including homes, businesses and farms.

NIE Networks is owned by ESB but operates as an independent organisation with its own Board and management teams and separate regulation via the Utility Regulator for Northern Ireland. NIE Networks role is to maintain and extend the electricity infrastructure across Northern Ireland, connect customers to the network and ensure that our equipment is safe and reliable. We also provide electricity meters and metering data to suppliers and market operators.

NIE Networks does not supply electricity. Customers receive their electricity bill from their chosen electricity supplier of which there are currently five operating in Northern Ireland. NIE Networks is a regulated company and business activities are overseen by the Utility Regulator for Northern Ireland.

NIE Networks priority is to deliver benefits for all our customers and this is reflected in the important services we provide, including;

- ensuring reliability of network performance;
- maintaining public safety of the network;
- minimising the impact on the environment; and
- continually improving customer service and satisfaction.

We invest over £120 million annually in maintaining and upgrading the electricity transmission and distribution infrastructure in Northern Ireland to ensure it remains in a safe and reliable condition.

## THE ROLE

Reporting to the Company Solicitor, you will be an integral part of the in-house legal team and will help meet the needs of the business in line with company goals, corporate strategy and departmental priorities.

You will have the opportunity to work with and learn from colleagues across all departments in the business and be responsible for providing legal advice and assurance to those departments on a range of issues affecting the business.

You should be a team player who is able to communicate effectively at all levels of the company. A strong professional ethos and work ethic must be constantly maintained and you must act with uncompromising integrity.

You must possess strong initiative and have the energy, interest and commitment to advise on a broad range of legal and regulatory requirements affecting NIE Networks; and keep up to date with relevant legislative and regulatory changes whilst having a genuine interest in the utility sector and in a long-term career in the industry.

### Key Responsibilities

To assist the Company Solicitor in providing an efficient and effective in-house legal service and ensuring compliance with all statutory and regulatory requirements applicable to NIE Networks including the following:

- Provide legal assurance to NIE Networks to achieve compliance with all legal and regulatory requirements affecting NIE Networks;
- Provide authoritative legal advice and support on all land law related matters associated with the installation, maintenance and retention of electricity apparatus;
- Provide authoritative legal advice and support in the areas of electricity, procurement (utility) and commercial law;
- Advise on and assist with the drafting and negotiation of contracts for the purchase of goods, works and services by a utility as well as general commercial contracts and agreements;
- Advise on and assist with the development of bespoke terms and conditions applicable to contracts entered into by NIE Networks;

- Advise on services contracts for multi-disciplinary support services and technical advisors;
- Manage and co-ordinate the cost-effective provision of external legal support;
- Provide general commercial, business and corporate legal advice, including data protection.

Other than the core responsibilities of a Solicitor the position's responsibilities may develop or change over time dependent on NIE Networks' requirements and organisational structure.

## THE INDIVIDUAL

### Essential Criteria

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

- Be a solicitor entitled to practice in Northern Ireland with 5+ years practical post-qualification experience gained within the last 10 years which is relevant to the duties and responsibilities of the post and hold a practising certificate issued by the Law Society of Northern Ireland or be in a position to do so by 1 July 2025;
- Demonstrate a solid understanding of property/land law and commercial law as applicable to Northern Ireland as well as being able to illustrate litigation experience;
- Practice of, and strong skills in drafting and advising on a wide range of property documents and commercial contracts;
- Experience of the use of standard industry terms and conditions of contract applicable to the purchase of goods, works and services;
- Demonstrate ability to advise, or co-ordinate external legal advice effectively, on matters outside the area of immediate speciality;
- Provide experience of exceptional case and client management, as well as having a keen commercial acumen;
- Proficiency in IT systems, with advanced skills in MS Office suite.
- Full driving licence and access to a vehicle which can be used for business travel across Northern Ireland.

### Desirable Criteria

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

- Previous experience in procurement law applicable in Northern Ireland;
- Previous experience working as an inhouse solicitor in a large private company or public body.
- A relevant professional qualification e.g., corporate governance
- Previously worked in, or a solid understanding of the regulated utility sector.

## CORE COMPETENCIES

The person appointed will be delivery focussed and will have the required interpersonal, communication and stakeholder management skills to contribute effectively to the NIE Networks business. In addition, the successful candidate 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.

### Trust - Confidentiality

Builds trust easily and generates feelings of goodwill, enabling successful collaboration and more productive outcomes. Is honest and authentic and acts with integrity, showing consistency, and being credible.

### Analysis / Problem solving

Be self-motivated and resilient with a positive and pro-active approach and creative problem-solving skills. 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. Demonstrate exceptional analytical skills and business acumen.

### Flexibility / Adaptability

Has the ability to work independently from a legal perspective while also working as part of a multi-disciplinary team. Has actively sought to learn new things on own initiative. Has responded positively to change and adapted to new situations quickly. Able to take on a diverse range of tasks equally effectively

## ADDITIONAL INFORMATION

The successful candidate could be expected to travel from time to time therefore they must 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 Solicitor 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 Sunday 11 May 2025**

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

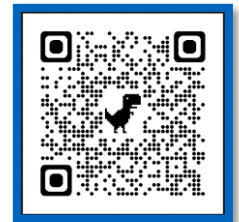
## FOR YOUR INFORMATION

If you would like to view up to date information about NIE Networks please visit our website [www.nienetworks.co.uk](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.

