

PROJECT MANAGER [TRANSMISSION SUBSTATIONS] ROLE SPECIFICATION



BACKGROUND

The Major Projects Department within the National Programmes Directorate has an on-going requirement to deliver large-scale construction and refurbishment projects within NIE Networks.

An opportunity has arisen for two Project Managers (Transmission Substations) who will be responsible for the successful delivery of a series of major substation projects across the electricity network in Northern Ireland.

The successful candidate will report to the Major Projects Manager and will be based at the nearest main NIE Networks office location to their home but will be required to operate across the Province as required.

THE ROLE

The successful applicant will be required to lead a multi-disciplinary project team, and provide the necessary direction, targets and project milestones to ensure on-time and on-budget delivery of all projects under their remit.

The successful applicant will ensure that all the critical elements of the project delivery are in place. These include scopes of work, procurement processes, internal approvals, resources (materials and people), project construction, reporting and review.

The successful applicant will manage a portfolio of, or individual projects from beginning to completion. They will agree and implement the project plan and ensure that the CDM Duty holders are in place. They will forecast resource and material requirements, monitor project costs and delivery, manage contractor performance and provide periodic reports.

The role also includes liaison with internal departments such as Design, Construction, Procurement, Supply Chain, Finance, Network Operations and Asset Management and external stakeholders such as customers and the System Operator Northern Ireland (SONI).

The successful applicant shall ensure that the highest standards of on-site safety are maintained at all times and lead by example.

Key Accountabilities

- Manage projects / portfolio of projects from initiation to closeout to time, quality, cost maintaining the highest levels of safety and environmental management
- Chair project meetings with internal project teams and stakeholders as required to agree project scope and programme.
- Produce project plans and ensure provision of resources, materials and services to ensure that project programmes are maintained.
- Prepare internal approval papers for key project milestones such as pre-construction, procurement and construction.
- Ensure that CDM compliance is achieved by the appropriate duty holders throughout the project life cycle.
- Manage major NIE Networks contractors to ensure that programmes are adhered to, contractual arrangements are met and that cost controls are in place.
- Provide monthly reports including progress, costs and forecasts
- Monitor projects delivery risks and provide early warning to mitigate and manage these
- Represent NIE Networks at meetings with project external stakeholders e.g. Customers & System Operator for Northern Ireland (SONI).
- Collaborate with partners such as Network Development, Design, Connections, Supply Chain, Network Operations, Construction & Commissioning, Procurement and Programme Management to ensure effective delivery from beginning to completion.

Secondary Duties

- Participate in an escalation role
- Participate on NIE Networks or other Working Groups in areas as identified
- Assist and liaise with Primary Plant and Engineering Design staff as necessary

Customer Management

Manage all internal and external customers within area of responsibility:

- Maintain an effective working relationship through teamwork, engagement and communication with all NIE Networks National Programmes Directorate employees, wider NIE Networks departments and Contracting Partners.
- Maintain continuous accurate and effective communication with external customers, and associated payments to meet project milestones.

Continuous Improvement / Change

Continuously improve performance in areas of responsibility and seek to improve testing methods or identification of equipment that could improve quality and efficiencies.

THE INDIVIDUAL

Essential Criteria

- A minimum HNC that includes Electrical Engineering, Mechanical Engineering, Renewable Energy Engineering, Civil/Structural Engineering or a related engineering discipline.
- Minimum 5 years' experience in a project management role with a proven track record in the management of electrical, industrial or other utility (water or gas) construction or refurbishment projects.
- Working knowledge of international recognised project schedule management systems and interrogation tools such as MS Project or Primavera P6
- Working knowledge of the CDM Regulations and other relevant Health & Safety regulations related to civil and electrical construction works.
- Experience of the financial management of construction or refurbishment projects including budget setting, forecasting, cost control and reporting.
- Experience working with design & build or turnkey type contracts.
- Experience of effective stakeholder engagement (internal & external).
- Ability to interpret technical policies, drawings and specifications and apply them to the project.
- Proven track record of managing the quality of work delivered on electrical and construction projects including the management of Key Performance Indicators (KPI's) and Service Level Agreements (SLA's).
- Excellent IT and numerical / analytical skills.
- Current Driving Licence and access to a vehicle on a daily basis

Desirable Criteria

- Accredited Project Management Qualification.
- Chartered status or other professional qualification, IET or equivalent (or be working towards).
- An understanding and use of NEC4 Engineering and Construction Contract Option A (Activity Schedule) and Option C (Target Cost) and the use of commercial management software specific to NEC4 such as CEMAR
- An understanding of electrical systems and their interdependencies.

- Experience in delivery of electrical substation construction or refurbishment projects.
- Experience using online project collaboration tools.

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.

Safety

Knowledgeable of applicable standards, capable of identifying workplace hazards relating to the specific operation, and has the wisdom to highlight any issues.

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.

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

Flexibility / Adaptability

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.

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.

Initiative

The ability to recognise and create opportunities and to act accordingly.

Conflict Resolution

The ability to handle conflicting interests diplomatically and to help solve them.

ADDITIONAL INFORMATION

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

THE PACKAGE

The competitive remuneration package for this position will be based on the skills and experience of the successful candidate, with progression opportunities.

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 (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 Project Manager (Transmission Substations) 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 you should download and complete the criteria form and CV within your application. When completing this it is important that you clearly demonstrate using examples how you meet the required criteria as this information will be used for short-listing purposes. Desirable criteria may also be used for shortlisting purposes.
- Upload both your CV and criteria form within your application.
- Please ensure to review your application before submission as you will not have the opportunity to amend the documents once they have been submitted.
- You will receive an email confirmation once your CV and criteria form has been submitted (Please check your junk mail too).
- Late applications will not be accepted

Completed CV's and cover letter must be submitted for the role no later than **11pm Tuesday 19 August 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.

About NIE Networks



About NIE Networks History



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