

# Welcome to Northern Powergrid careers



# Welcome to Northern Powergrid careers

**A**s one of the UK's leading power distribution companies, we deliver electricity safely and reliably to 3.9 million customers. We also deliver powerful career opportunities.

We're looking to the future, so we're embracing new technology and sustainable resources, developing environmental projects and reducing our own carbon footprint. We're investing in our network, in our customers and in our people.

That's where you come in. Whether you're seeking to begin an exciting career journey as a graduate, trainee or apprentice, or you're looking for new opportunities to build on your existing track record, you'll find something unique here.

What sets us apart? Simple. We appreciate that you are the future of our business. We want you to grow, to be challenged, and to succeed. Through excellent training and development, we'll give you the power to light up people's lives.

Our network covers an area of 25,000 square kilometres, we manage more than 61,000 substations and around 91,000 kilometres of overhead line and underground cables. That means there's no shortage of opportunities.



# Working for us

**W**hatever your skills and background, you can rest assured that a career with us will bring with it all manner of fresh and exciting experiences. You can be sure that we'll keep you safe. After all, we have an absolute commitment – and an impressive track record – when it comes to health and safety. You can be sure

we'll talk to you and keep you informed of the latest news and initiatives, and our vision for the business.

You will also enjoy our full support for your ongoing development, through outstanding training. And thanks to our clear framework for progression and reward, you can be confident that you'll be able to find out exactly what you need to do in order to move forward.

## Locations

We have a network of offices across the region, and power lines running from the border with Scotland down to northern Lincolnshire, and from the North Sea coast across to the Yorkshire Dales. Whether you'll be spending your days at a desk or out in the field, you could find yourself working in all kinds of places.

**These are our main operational sites and training centres:**

- A SHIREMOOR**
- B PENSHAW**
- C KEPIER TRAINING CENTRE**
- D MIDDLESBROUGH**
- E DEWSBURY**
- F CASTLEFORD**  
(TRAINING CENTRE ON SITE)
- G HELLABY**
- H SWILLINGTON TRAINING CENTRE**
- I LEEDS**
- J HULL**
- K NORTHALLERTON**

Visit [www.northernpowergrid.com/careers](http://www.northernpowergrid.com/careers) to find out what opportunities are currently available.



# Values

**O**ur working culture is defined by a set of values. We've designed these values in order to make sure we always deliver everything that's expected of us – for our shareholders, our customers, and our people.

## ■ CUSTOMER SERVICE



For us, exceptional customer service is the only kind that's acceptable. Our customers need to know we are reliable and dependable, and that they'll always get the benefit of fair prices, and a great experience if they ever need to contact us.

## ■ EMPLOYEE COMMITMENT



We're a team, working together for a common goal. As one of our people, you'll enjoy all the resources you need to do an excellent job and develop the career you deserve. We don't compromise on safety or on the rewards we can offer you.

## ■ FINANCIAL STRENGTH



We have the benefit of substantial financial resources, and we take care to look after them and make sure they work for us.

That's why we invest in quality assets, and focus on long-term opportunities that ensure we have a strong future ahead of us.

## ■ ENVIRONMENTAL RESPECT



We use natural resources wisely, and go beyond the calls of regulatory compliance to protect the environment for future generations. Our Environmental RESPECT policy defines our approach. We promise to give you the training you need to help.

## ■ REGULATORY INTEGRITY



We always adhere to a policy of strict regulatory compliance, and we stay in regular and open communication with our regulators, so that they're always informed about our business performance. After all, the measures we set ourselves are even stricter.

## ■ OPERATIONAL EXCELLENCE



We're proud to deliver to the highest standards in every aspect of our work. That's how we're able to exceed customer expectations, work safely and preserve our assets. If you join us, you'll be able to make a contribution to be proud of too.

## About the power sector

If you join us, you'll be working within a global industry that helps to shape the quality of life for almost everybody on the planet. The environmental agenda calls for new ways of generating, transporting and using power – it's an industry that's already changing rapidly and those changes will continue throughout your career.

If you haven't worked within this area before, you'll find there is a wealth of fascinating information about your chosen field of work. But while electricity is our business, we think it's also vital to have an understanding of the power sector as a whole. And because we're keen to invest in people who can help us respond to the changes and challenges we'll face in the years ahead, we'd like to begin that investment now, by giving you a starting point to find out more. Visit [www.energy-uk.org.uk](http://www.energy-uk.org.uk) to find out

more about the energy industry. Northern Powergrid is currently leading the 'Customer Led Network Revolution' project (CLNR); the UK's largest smart grid project.

For more information about the project visit [www.networkrevolution.co.uk](http://www.networkrevolution.co.uk)



# Experienced Entrants

**I**f you're an experienced industry professional seeking better opportunities, you'll find them with us.

With 3.9 million customers and a network covering 25,000 square kilometres, you'll discover plenty of scope for fresh challenges and new experiences. But unlike some businesses in this sector, we can also offer you the recognition and reward you deserve. We'll offer you opportunities to shine brighter. And we'll notice when you do.

What's more, we'll give you all the specialist training and development you need to develop the career

you've always been aiming for, including sponsorship to attain further professional qualifications.

## There are four main job families within Northern Powergrid:

- **ENGINEERING AND TECHNICAL**
- **PROFESSIONAL AND ADMINISTRATIVE ROLES**
- **INDUSTRIAL**
- **MANAGERIAL AND PROFESSIONAL**

# Engineering and Technical

**T**his family of pivotal jobs bridges the plans made in our offices and the practical work carried out in the field.

## Roles include:

### ■ **TEAM MANAGER**

Running a number of work streams, you'll make sure teams work smoothly and effectively together to deliver excellent results.

### ■ **TEAM LEADER**

With overall responsibility for a field of work, you'll report to a Team Manager, while Project Managers, Coordinators and Engineers report to you. You'll develop strong plans and set up thorough reporting systems to monitor progress.

### ■ **ENGINEER**

We employ a large number of engineering experts in order to design, operate, maintain and protect our electricity distribution network. Engineering roles include control engineer, design engineer, asset management engineer, protection engineer, maintenance engineer and construction engineer.

### ■ **SENIOR AUTHORISED PERSON (SAP)**

Authorised to carry out switching activities on the network, you'll authorise others to commence work. Your responsibilities will range from planning and scheduling work to implementing approved procedures relating to safety. SAPs are generally field-based engineers.

### ■ **PROJECT MANAGER**

Responsible for running individual work programmes, you'll develop robust and practical delivery plans, and manage the delivery of work by Northern Powergrid staff. You'll also be required to select, contract with and manage outside contractors.

### ■ **WORKS COORDINATOR**

You'll prepare comprehensive and accurate work packs, which contain everything our people need on site – from instruction sheets and technical drawings to safety information. You'll also monitor and evaluate plans, and readjust schemes of work.

### ■ **COMPLIANCE COORDINATOR**

Working closely with outside contractors, you'll make sure they deliver in-line with agreed requirements. We'll expect you to audit work during delivery and upon completion, and to report issues and implement corrective actions as necessary.

# Professional and Administrative roles

**P**rofessional and administrative roles are across the business and the roles are varied. For administrative roles, staff are generally involved in responding to enquiries and working with data using computerised and manual systems.

Customer service roles involve helping our customers on the phone or face-to-face, and with our support

you'll get things right first time. So everyone's happy.

Examples of other professional and administrative roles include helping to manage our offices and operational buildings, working in a warehouse as part of our Logistics team, preparing, analysing and managing data for internal and external reporting requirements or managing a team of administrators.

## Industrial

**W**orking out in the field, whatever the weather, these are the skilled specialists that make sure our power keeps flowing.

### Roles include:

#### ■ CABLE JOINTER

Working on both the underground cables that supply electricity to customers and the lines that connect networks together, you'll install, join and connect lengths of cable, and find and repair any faults caused by damage, weather or deterioration over time.

#### ■ ELECTRICAL FITTER

Working in our electrical substations, you'll install, repair and maintain all kinds of electrical plant apparatus, as well as the equipment that controls and monitors electricity. You'll also carry out maintenance, inspection, testing and fault diagnosis.

#### ■ OVERHEAD LINESMAN

With a good head for heights, you'll build, maintain and repair overhead lines on wooden poles and steel pylons. You'll also join lines and conductors together, install and connect substations, and carry out proactive testing and faultfinding.

#### ■ RAPID RESPONSE OPERATIVES

Providing a first line of response throughout Northern Powergrid's area, you will meet customer service, safety and financial targets by undertaking effective fault management.



# Managerial and Professional

**P**rofessional and managerial roles are across the business and encompass all of our core functions:

- ACCOUNTANCY, FINANCE AND AUDIT
- ASSET MANAGEMENT
- CUSTOMER SERVICES

- FIELD OPERATIONS
- HEALTH, SAFETY AND ENVIRONMENT
- HUMAN RESOURCES
- BUSINESS SYSTEMS AND FACILITIES MANAGEMENT
- LEGAL
- PROCUREMENT
- REGULATION AND STRATEGY

## Development Opportunities

**I**f you're just starting out, we're committed to offering you the chance to enter this exciting industry. Whether you're a graduate, you have a HND, or you're seeking to learn a trade as an apprentice, we'll give you all the skills you need to develop a rewarding and fascinating profession.

You'll enjoy a great mix of practical experience, on-the-job training and study, leading to valuable qualifications. And because we see you as the future of our business, if you prove yourself, your time here will lead to a permanent job.

Then, as with all our people, you'll benefit from an ongoing investment in your development through further training. This gives you the chance to gain more professional qualifications and excellent opportunities to progress into new and challenging roles.

In other words, you'll enjoy the chance to harness all the power of Northern Powergrid.



# Graduate Engineers

**W**e're seeking talented graduates with the passion and dedication necessary to become highly skilled Chartered Engineers. The Graduate Programme will equip you to take up a crucial role with planning responsibilities, and begin an exciting career.

It's important to us that you develop an understanding of our entire organisation before you take on the full responsibilities of a professional engineer. This is why we've created a two-year training programme that's designed to give you a broad picture of Northern Powergrid, whilst also ensuring that you acquire a

wide range of specialist engineering skills.

You'll gain professional experience, complete work-based projects and training courses, and undertake academic study.

Once you're a well-rounded engineer, with a successful track record of courses, placements and experiences behind you, we'll place you in a permanent role within the area of the organisation that best suits your skills, qualities and interests.

Naturally, from there you'll enjoy plenty of opportunities to develop and progress within our business.

## Programme Overview

The Graduate Programme lasts **two years** in total.

Following a two-week induction that helps you understand who we are, what we do and how you'll fit in here. You will spend 18 months completing a variety of structured placements, along with six formal courses. The placements will last from one to six weeks, and will involve specific objectives that you'll need to complete, in order to demonstrate what you've learned from your training.

We will expect you to take a flexible approach, a broad knowledge of the wider business, as well as to consolidate and broaden the skills you might wish to pursue in your career. That means you could find yourself working anywhere from the Scottish Borders to the plains of Lincolnshire – so you'll always have somewhere (and something) new and interesting to look forward to.

Initially, you'll shadow engineers, observing their activities up close within our operational zones. As you progress through the programme, you'll have the chance to start planning and organising activities. You'll be involved in site works as well as non-operational positions including design and asset management.

As part of the programme, you'll also enjoy opportunities to visit the factories of manufacturers

that build and supply the equipment our business relies on. You'll see key items such as transformers, cables and switchgear being made.

During your final six months, you'll complete an extended placement in a real role that matches our needs and your skills and interests. Over this time, you'll also complete any extra training that's necessary in order for you to join us in your chosen role on a full-time, permanent basis once you successfully complete the programme.



## Benefits

We'll invest a great deal of time and energy into your development. But in recognition of the fact you'll be investing plenty of your own effort, we'll start by rewarding you with a competitive Graduate Programme salary of £23,914 per year. What's more, this will increase as you add more skills and experience to your portfolio.

Naturally, you'll enjoy paid breaks too. You'll begin with 25 days annual leave (plus Bank Holidays), which will rise to 28 days over time.

You've already started thinking about your future. Now we'll help you start planning for the long-term as well, with our Money Purchase Pension Scheme.

## Training

The quality and variety of the training you'll enjoy here is second to none. You'll complete a wide range of courses that will equip you to be ready for anything.

To begin, you'll undertake an appreciation course to give you a foundation and understanding that will be built upon within the training programme.

You will be assigned to different business units during your training. This may include service delivery, programme delivery, connections delivery, network repairs, network operations, system strategy, system design, and investment planning and delivery.

You'll then participate in a number of further appreciation courses, in order to learn more about the primary areas and skills within the business.

This will include presentations from various functions of our organisation, in order to give you a detailed overview of the way the business works – from Finance to Customer Operations.

During the Programme, you'll also complete a series of seven formal training courses, provided by

EA Technology. These week-long residential courses cover the national standards and company policies associated with all of our various assets, and will include:

- **ENGINEERING FOUNDATION COURSE**
- **OVERHEAD LINES**
- **SUBSTATIONS, TRANSFORMERS AND SWITCHGEAR**
- **CABLES, JOINTS AND TERMINATIONS**
- **EARTHING AND DISTRIBUTED GENERATION**
- **POWER SYSTEM PROTECTION**
- **PROJECT MANAGEMENT AND FINANCE**

Once you've successfully completed your training, for the duration of the final placement you will be a fully fledged engineer.

Our training programme provides a sound base for progression towards Chartered Engineer status.

## What we are looking for

Degree qualified in engineering, power, physics or maths disciplines or related subject. You should also have the right to work in the UK.

Because we're responsible for an area of 25,000 square kilometres, it really is essential that if you don't already have a driving licence you will be willing to work towards obtaining it during your training period.

Knowledge of the UK electricity distribution network will certainly be an advantage, but it's not crucial.

Like us, you must be passionate about providing an excellent service for our customers.

You're highly organised, able to manage your own time, and good at solving problems. Equally comfortable working as part of a team and on your own, you've also got good communication skills – both in person and in writing.

Of course, the other vital qualification you'll need for our Graduate Programme is a true enthusiasm for developing a career in this challenging and ever-evolving industry.

# Trainee Engineer

**W**e're seeking individuals with HNC/ HND or an equivalent qualification, ideally time-served or with work based industry knowledge and experience, together with the dedication necessary to become highly skilled engineers. The Trainee Engineer Programme will equip you to begin an exciting career helping us to design, construct, operate, maintain and ultimately replace our network.

It's important to us that you develop an understanding of our entire organisation before you take on the full responsibilities of a professional engineer. This is why we've created a two-year training programme that's designed to

give you a broad picture of Northern Powergrid, whilst also ensuring you acquire a wide range of specialist engineering skills. You'll gain professional experience, complete work-based projects and training courses, and undertake academic study.

Once you're a well-rounded engineer, with a successful track record of courses, placements and experiences behind you, we'll place you in a permanent role within the area of the organisation that best suits your skills, qualities and interests.

Naturally, from there you'll enjoy plenty of opportunities to develop and progress within our business.

## Programme Overview

The Trainee Engineer Programme lasts **two years** in total.

Following a two-week induction that helps you understand who we are, what we do and how you'll fit in here, you will spend 18 months completing a variety of structured placements, along with six formal courses. The placements will last from one to six weeks, and will involve specific objectives that you'll need to complete, in order to demonstrate what you've learned from your training.

We'll expect you to take a flexible approach, because the aim of your placements is to give you a broad knowledge of the wider business, as well as to consolidate and broaden the skills you might wish to pursue in your career. That means you could find yourself working anywhere from the Scottish Borders to the plains of Lincolnshire – so you'll always have somewhere (and something) new and interesting to look forward to.

Initially, you'll shadow engineers, observing their activities up close within our operational zones. As you progress through the programme, you'll have the chance to start taking on more of your own responsibilities.

As part of the programme, you'll also enjoy opportunities to visit the factories of external

manufacturers that build and supply the equipment our business relies on. You'll see key items such as transformers, cables and switchgear being made.

During your final six months, you'll complete an extended placement in a real role that matches our needs, and your skills and interests. Over this time, you'll also complete any extra training that's necessary in order for you to join us in your chosen role on a full-time, permanent basis once you successfully complete the Programme.



## Benefits

We'll invest a great deal of time and energy into your development. But in recognition of the fact you'll be investing plenty of your own effort, we'll start by rewarding you with a competitive salary £23,914 per year.

Naturally, you'll enjoy paid breaks too. You'll begin

with 25 days annual leave (plus Bank Holidays), which will rise to 28 days over time.

You've already started thinking about your future. Now we'll help you start planning for the long-term as well, with our Money Purchase Pension Scheme.

## Training

The quality and variety of the training you'll enjoy here is second to none. You'll complete a wide range of courses that will equip you to be ready for anything.

To begin, you'll undertake an appreciation course to give you a foundation and understanding that will be built upon within the training programme. You will be assigned to different business units during your training. This may include service delivery, programme delivery, connections delivery, network repairs, network operations, system strategy, system design, and investment planning and delivery.

You'll then participate in a number of further appreciation courses, in order to learn more about the primary areas and skills within the business. This will include presentations from various functions of our organisation, in order to give you a detailed overview of the way the business works – from Finance to Customer Operations.

During the Programme, you'll also complete a series

of seven formal training courses, provided by EA Technology. These week-long residential courses cover the national standards and company policies associated with all of our various assets, as follows:

- **ENGINEERING FOUNDATION COURSE**
- **OVERHEAD LINES**
- **SUBSTATIONS, TRANSFORMERS AND SWITCHGEAR**
- **CABLES, JOINTS AND TERMINATIONS**
- **EARTHING AND DISTRIBUTED GENERATION**
- **POWER SYSTEM PROTECTION**
- **PROJECT MANAGEMENT AND FINANCE**

Once you've successfully completed your training, for the duration of the final placement you will be an authorised engineer.

## What we are looking for

You should have the right to work in the UK, together with a relevant engineering or professional qualification at HNC/HND equivalent level, or higher. Ideal candidates will be time-served or have work based industry knowledge and experience.

Because we're responsible for an area of 25,000 square kilometres, it really is essential that if you don't already have a driving licence you will be willing to work towards obtaining it during your training period.

Knowledge of the UK electricity distribution network will certainly be an advantage, but it's not crucial.

Like us, you must be passionate about providing an excellent service for our customers.

You must be highly organised, able to manage your own time, and good at solving problems. Equally comfortable working as part of a team and on your own, you've also got good communication skills – both in person and in writing.

You might be working within an engineering discipline already, or looking for a new direction. Alternatively, this might be your first job. Whatever your circumstances, one vital thing you'll need on our Trainee Engineer Programme is a true enthusiasm for developing an engineering career in this challenging and ever-evolving field.

# Apprentice

**I**f you want to learn a trade for life, there's no better place than Northern Powergrid. The electricity distribution industry literally lights up the lives of people around the world – in our case, 3.9 million homes and businesses. It's an industry that's constantly evolving, so you'll always find new challenges and opportunities here.

We're seeking practical individuals who love working outdoors, with their hands and as part of a skilled team. Our Apprentice Programme will equip you to begin an exciting career helping us to install, maintain and ultimately replace our network.

We've developed a three-year training programme

that's designed to give you all the specialist skills you need to work safely and competently on our electricity distribution system in a variety of roles. You'll gain professional experience, complete training courses, and study for recognised qualifications at college. And we'll pay you a salary from day one.

Once you've completed your apprenticeship successfully, we'll place you in a permanent role within the area of the organisation that best suits your skills, qualities and interests. From there, your dedication and hard work could see you building a rewarding and fascinating career, with plenty of opportunities to develop and progress within our business.

## Programme Overview

The Apprentice Programme lasts **three years** in total.

Through a mixture of practical experience in the workplace, professional training in one of our training schools, and block release to study for recognised courses at college, you'll gain a wide range of abilities.

It's a hugely varied programme. We'll equip you with all the skills and knowledge you need to carry out the following activities:

### ■ SUBSTATION FITTING

You'll discover how to install, inspect and maintain all kinds of electrical plant and equipment that keeps our network operating efficiently.

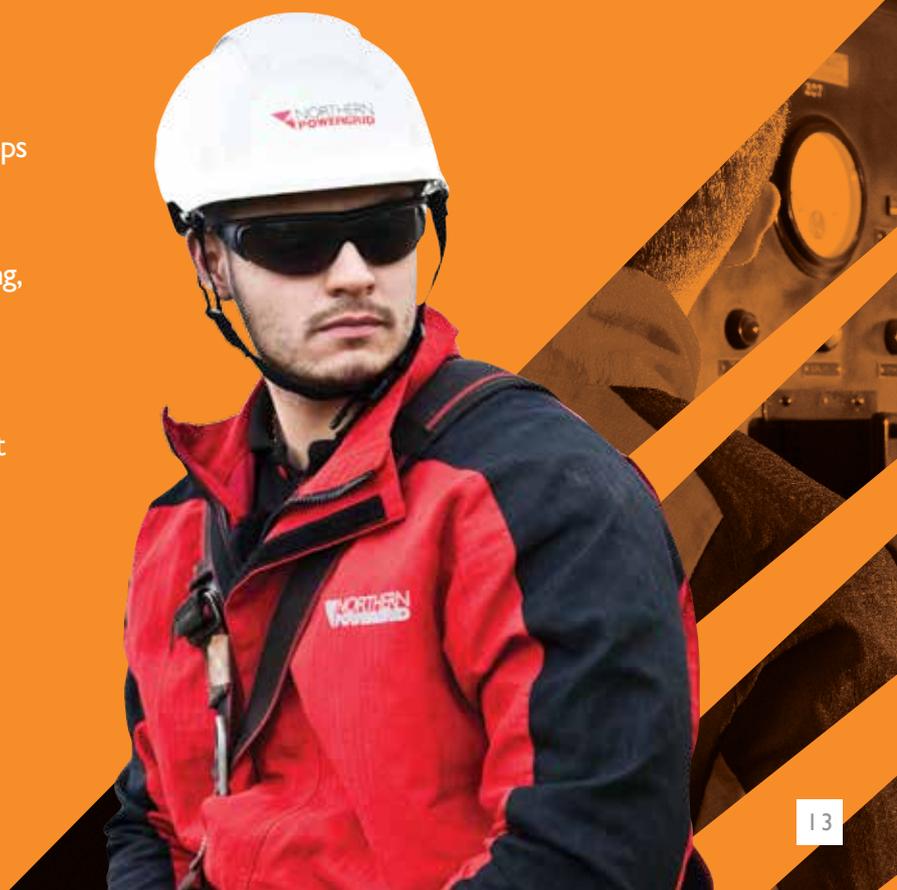
As you progress, you'll follow a structured programme of on-the-job and specific skills training, which will be increasingly tailored to your own individual needs. When you take up a full-time, permanent role with us following your successful completion of the programme, you'll be able to hit the ground running.

### ■ UNDERGROUND CABLE JOINTING

We'll train you to install and connect underground electricity cables for homes, businesses and industrial customers.

### ■ OVERHEAD LINE WORK

Working at height on wooden poles, you'll learn how to construct, inspect and maintain overhead electricity lines.



## Benefits

We'll invest a great deal of time and energy into your development. But in recognition of the fact you'll be investing plenty of your own effort, we'll also reward you with a competitive starting salary of £14,497 per year.

Naturally, you'll enjoy paid breaks too. You'll begin

with 25 days annual leave (plus Bank Holidays), which will rise to 28 days over time.

You've already started thinking about your future. Now we'll help you start planning for the long-term as well, with our Money Purchase Pension Scheme.

## Training

The quality and variety of the training you'll enjoy here is second to none. You'll complete a wide range of courses that will equip you to be ready for anything.

During your first two years, you'll follow a programme to complete the Level 2 2339 City & Guilds qualification for Electrical Power Engineering.

This process will include a three-month block release to attend college in either Gateshead or Bradford, followed by courses in one of our three training schools (Kepier, Swillington and Castleford).

When you're studying away from home, we'll pay for your accommodation and give you a subsistence allowance on top of your regular salary.

In between each training course, you'll return to the workplace to gain valuable practical experience and put your new skills to the test in a safe, supportive environment. You'll then return to a training school in order to move on to the next level.

Once you've completed your Level 2 qualification, you'll potentially be enrolled for a further recognised qualification in Electrical Power Engineering, so that you can deepen your knowledge. Following another three-month block release at college, you'll go back to work and spend the rest of your apprenticeship gaining more skills in your chosen trade.

## What we are looking for

Ideally, you'll have some previous experience but that's not essential as we'll assess your suitability for the role during the application process.

Of course, it's vital that you demonstrate a willingness to learn, a genuine interest in the electricity industry, and a true enthusiasm for developing a career in this challenging and ever-evolving field.

Because we're responsible for an area of 25,000 square kilometres, it really is essential that our people have a driving licence. So if you don't have yours already, you should ideally

be working towards it. Like us, you must be passionate about providing an excellent service for our customers – with a flexible approach that means you're always ready to focus on what's needed, even if it isn't what was originally planned.

A team player, you're good at managing your own time. Naturally, it's essential that you enjoy working with your hands, and that you like the idea of working outdoors in all kinds of weather!

For more information please contact the following:

**Human Resources**

**Email:** [recruitment@northernpowergrid.com](mailto:recruitment@northernpowergrid.com)

**Visit:** [www.northernpowergrid.com/careers](http://www.northernpowergrid.com/careers)

