

JOB TITLE:	Apprentice - Design
REPORTING TO:	Line Manager and Mentor
DIRECT REPORTS:	None
JOB LOCATION:	Coventry
JOB PURPOSE:	To receive training and acquire a qualification relevant to the work BUUK undertakes through a registered educational institute. To gain skills under the guidance of experienced colleagues with the aim to be appointed to a position upon completion of the term required by the specific scheme.

Responsibilities

- **Customer Focus:** Provide excellent customer service to Power On users within all areas of the job rotation
- **Collaborative Working:** Work closely with Business Development, Engineering Support Officers, Designers and Construction Engineers/Project Managers to develop tender designs and construction designs to fully meet customer and business requirements
- **Project Management:** Identifying and delivering to project milestones in accordance with project programme and budget
- **Creativity:** Be creative in finding solutions to resourcing / scheduling challenges to maintain project delivery programme
- **Safety:** Proactively manage HSEQ issues & concerns, working closely with Construction/Delivery teams to ensure safety by design and upholding Power On's WSHS culture
- Contribute to your team, sharing knowledge and experience
- **Compliance:** Ensuring planning and design work is in accordance with customer and business requirements and meets overall company objectives
- **Growing Yourself:** Working with your line manager and specialism lead to develop yourself towards a career path which works for you and BUUK, including any relevant academic courses
- **Other:** Any other duties as required by the manager

Person Specification

Criteria	Essential	Desirable
----------	-----------	-----------

QUALIFICATIONS	<p>Level 3 qualification in Engineering or A Levels in Maths and/or Science</p> <p>Five GCSE's at Grade C/4 (or above) including Level 2 or GCSE C/4 or above in English, Maths and Science</p>	
EXPERIENCE/KNOWLEDGE	<p>None</p> <p><i>This is an opportunity for growth rather than having specific experience or knowledge from the outset</i></p>	<p>Experience working on development sites</p> <p>Customer service experience</p>
ABILITIES/SKILLS	<p>Excellent verbal communication skills</p> <p>Ability to use Microsoft Office programmes or equivalent</p>	Awareness of AutoCAD software
EMPLOYEE LEVEL	<ul style="list-style-type: none"> Team member (non-managerial) 	



The Vision

Be the leading utility partner to accelerate the UK towards net zero for all our customers.



The Mission

Making lasting connections with our customers to improve their lives.



BE BALANCED,
BE FAIR



BE BETTER
EVERY DAY



BE A CUSTOMER
CHAMPION



BE ENVIRONMENTALLY
ACCOUNTABLE



BE SAFE,
BE WELL



BE TRUSTED

BE YOU

BUUK
infrastructure