

JOB TITLE:	Trainee Tendering & Design Engineer
REPORTING TO:	Technical Engineering Manager
DIRECT REPORTS:	None
JOB LOCATION:	Bellshill, Scotland
JOB PURPOSE:	Reporting to the Technical Engineering Manager, the Trainee Tendering & Design Engineer will provide multi utility quotations and designs for our customers, who are constructing new housing and commercial developments across the UK. You will be responsible for non-complex on and off-site gas, electric, water and fibre quotations and designs in accordance with applicable standards.

Responsibilities

- Achieve high customer satisfaction with our quotation / design / variation processes. By providing quotations, network designs and variations to meet our customer's expectations.
- Design innovated design solutions that satisfy both our customer needs and the needs of internal stakeholders - provide lowest cost for greatest benefit.
- Liaise closely with the customer to ensure quotations / designs meet the client's expectations.
- Undertake demand calculations, network drawings and variations and to ensure network designs are fit for purpose, legislatively compliant and in accordance with Company and industry standards.
- Submit connection requests to incumbent utility operators and ensure they are returned within the customer required timescales.
- Work with the Land Rights team to ensure designs are accurately produced to ensure prompt completion of lands transfers and easements.
- Provide support to internal/external Customers as required.
- Produce construction packs for GTC Construction to build in accordance with prescribed timescales and Customer's requirements.
- Liaise with representatives of third-party organisations e.g. incumbent utility operators, Highway Agencies, Local Authorities, Housing Developers, HSE, EPA etc. as required.
- Issue data and reports in line with business requirements.
- Maintain and improve consistent accuracy of data asset records.
- Provide accurate and quality work.
- Maintain a helpful and informative customer focused work environment across the BUUK group.
- Assist the Technical Engineering Manager /MU Tendering & Design Engineers in the development of greater efficiency within the Company.
- Continuous improvement of the design process.
- Ensure that all relevant information is recorded in an accurate and timely manner.

- Comply with the latest company procedures, legislation and industry skills on all aspects of day-to-day work.
- To multi-task and take responsibility for own workload within specified timescales.
- Any other duties as defined by the Technical Engineering Manager that fall within the general experience scope of the individual.

Person Specification

Criteria	Essential	Desirable
QUALIFICATIONS		Must hold a suitable, recognised associated qualification and be registered as an EngTech Engineer with appropriate institution.
EXPERIENCE/ KNOWLEDGE		Utility Network Design Experience Knowledge of current legislation, technical standards & specifications, codes of practise and recommendations relating to utility design, and be aware of the implications to the safe asset operation of the prescribed standards.
ABILITIES/SKILLS	Must be able to understand customer's needs and have focus to deliver consistently high-quality customer service. Must have a high standard of written and verbal communication.	High standard of written and verbal communication. Competent in the use of all standard Microsoft Office applications and have knowledge of Geographical Mapping Systems.
EMPLOYEE LEVEL	Team member (non-managerial)	