



POSITION DESCRIPTION



Position title:

Distribution Design Engineer

Reports to:

Distribution Portfolio Manager

Group:

Works Programme

Unit:

Distribution Portfolio

Revision (m/y):

09/24

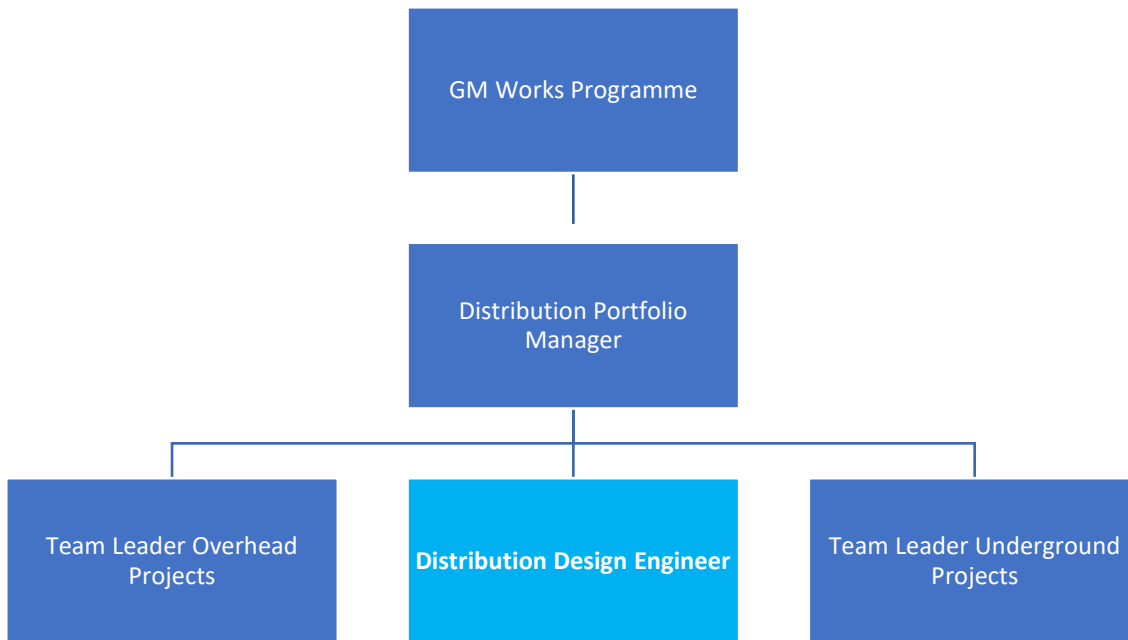
Date:

3 September 2024

Purpose

To undertake design and planning works and ensure projects meet safety, customer, operational, quality and commercial requirements by applying professional design, estimating and planning practices. The Distribution Design Engineer role is central to the core capabilities of the Works Programme team, with the specialist knowledge and skills to generate quality designs that protect network assets while collaborating with relevant stakeholders.

Reporting Structure



Resource Accountabilities

Staff numbers

Nil

Operating Budget

Nil

Capital Budget

Nil

Expense Authority

Nil

Performance Outputs

Key Result Areas (What/Result)	Key Tasks / Activities (How)	Performance Measures (Quantity, Quality, Time, Cost)
<p>Engineering Design Function</p>	<ul style="list-style-type: none"> • Ensure effective overall development of engineering designs by living the values, agreeing accountabilities and standards of performance • Support the ongoing development of business unit functions for the sustained achievement of the organisations strategies and goals 	<ul style="list-style-type: none"> • Technical output is thoroughly reviewed and meets a high standard, ensuring it is ready to be published for a wider audience • Designs are fit for purpose
<p>To provide safe and cost effective, conceptual and detailed design solutions for electricity supply infrastructure</p>	<ul style="list-style-type: none"> • Support the successful delivery of projects through high quality design using Safety in Design principles • Identify the scope of customer and PDD requirements • Use and assist with improvements and maintenance of the Compatible Unit Estimation tool • Work with colleagues and managers in lifting and promoting good technical practices, which underpin quality goals for WEL Networks • Provide assistance to manager as required • Support the project governance and resource model, and work closely with colleagues to bring an end-to-end project perspective 	<ul style="list-style-type: none"> • Acceptance of design by Field Services • Compliance with WEL's relevant pricing and budgeting rules • Timely delivery of planning activity of the Works Programme processes • Alignment between design and as-built • Completion within agreed timeframes • Minimisation of rework • Positive feedback from customers • Compliance with all WEL policies, procedures, work method statements and standards

	<ul style="list-style-type: none"> Identify, address, or escalate issues where bottlenecks are occurring in workflows, and contribute as a team player in all allocated projects 	
Planning, reviewing and estimation of designs	<ul style="list-style-type: none"> Provide structured planning and estimation for WEL Networks Conduct constructability reviews of designs Work with Asset Management Network Management System and SysCon experts to present switching and isolation plans for approval and activation Provide technical guidance to WEL Services 	<ul style="list-style-type: none"> Acceptance of solution and design and planning activity Compliance with WEL's relevant pricing and budgeting rules Timely delivery of planning activity of the Works Programme processes Accuracy of cost and resource estimation Alignment between design, plan and as-built
Asset Management	<ul style="list-style-type: none"> Ensure designs align to the Asset Engineering Manual (D&C Manual) and with the Strategic Asset Management Plan (SAMP) Support Asset Management Plan delivery 	<ul style="list-style-type: none"> Alignment to SAMP objectives Alignment to project proposal delivery timeframes
Continuous Improvement	<ul style="list-style-type: none"> Contribute to the continuous improvement culture through targeted process improvements which makes Works Programme function better, faster, and with greater agility 	<ul style="list-style-type: none"> Achievement of agreed project measures
To participate and contribute to projects	<ul style="list-style-type: none"> Undertake special projects for WEL when required 	<ul style="list-style-type: none"> Achievement of agreed project measures

	<ul style="list-style-type: none"> • Undertake continuous improvement projects as and when required 	
Targeting “Best in Safety”	<ul style="list-style-type: none"> • Promotion of good safety management practices • Participation in safety and wellness activities • Being a safety leader, including by modelling good health, safety and wellbeing practices 	<ul style="list-style-type: none"> • WEL’s health and safety policies and procedures are adhered to at all times
To work in and promote a ‘Best in Service’ attitude to all endeavours	<ul style="list-style-type: none"> • Engage within the business and with community / external stakeholders in a way that supports ‘Best in Service’, always 	<ul style="list-style-type: none"> • WEL’s reputation is enhanced in the community • You are known for your excellent customer service

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Person Specification

Qualifications	Essential	<ul style="list-style-type: none"> Recognised BE Electrical or equivalent degree
	Desirable	<ul style="list-style-type: none"> CPeng
Experience	Essential	<ul style="list-style-type: none"> A minimum of 3 years' experience in the construction or design of electricity network infrastructure Safety in Design: Understands and is able to apply Safety in Design principles to optimise build and operational safety
	Desirable	<ul style="list-style-type: none"> Knowledge of the WEL network Experience in the use of SAP or similar software
Role Specific Competencies	<ul style="list-style-type: none"> Integrity: Demonstrates consistently high integrity, professionalism and business ethics. Leadership: Motivates, empowers and manages others to achieve business goals. Teamwork: Works co-operatively as part of the team. Actively seeks out and listens to the views and ideas of others. Shares information and knowledge freely. Collaboration: Works with peers and others across the business to achieve win-win results, and drives behaviour to optimise business outcomes rather than department outcomes. Problem Solving / Critical Thinking: Analyses issues and breaks them down into their component parts. Able to gather a wide range of information, comprehend and make systematic and rational judgements based on relevant information. Achievement Focused: Demonstrates a readiness to make decisions, is resilient and proactive when facing difficult issues, and takes initiative and originate action. Communication: Speaks clearly, fluently and in a compelling manner to both individuals and groups. Writes in a clear and concise manner, using appropriate grammar, style and language for the reader. Negotiation: Listens, comprehends and empathises with parties to develop relationships and rapport with others. Technical Ability: Provides high quality analysis, processes and developments using the tools provided. Planning and Organising: Organises and schedules activities and resources efficiently. 	

	<ul style="list-style-type: none">• Customer Focus: Dedicated to providing a prompt, efficient and personalised service to clients (internal/external) and works hard to ensure that individual client needs are met.• Quality Orientation: Has a very high attention to detail. Shows awareness of goals and standards. Follows through to ensure that quality and productivity standards are met.
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Our Purpose

Enabling our communities to thrive

Our Vision

To create and support an innovative and sustainable energy future

Best in Service

So we have the trust of our community



Best in Safety

Every Day - Home Safe



Our Values



Agile

We listen to ideas, we explore opportunities and we adapt to changing situations with an open mind. When change is needed we make sure we understand why and we make it work. We're flexible and we respond professionally to change.



Build the business

We make sure our day to day activity is sound while exploring ways to improve the way we work or things we do. We often ask "is there a better way to do this?" and we investigate options.



Care for each other, the customer and our assets

We work as a team across the business to do things the right way. We treat others with respect, listening to their needs so we can deliver a reliable and safe service to our communities.



Do the right thing

We make decisions with integrity and when we can, we help others make the right decision for their situation. We're open, honest and trustworthy. We speak up if we feel we should and we listen to others.



Every Day - Home Safe

We lead by example to keep ourselves, our workmates and our communities safe. We use the right equipment, we challenge unsafe acts and we say no if we think it's not safe.