

## Electric Project Manager

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Company: Leep Utilities

Location: Greater Reading Area

Category: transportation-and-material-moving

Role: BAU Electric Project Manager  
Department: Operations  
Reports to: Head of Project Delivery  
Location: South (remote)

About Us Leep Utilities owns and operates regulated and non-regulated multi-utility networks across the UK. With sites in MediaCityUK, Liverpool Waters and Canary Wharf, our broad range of capabilities includes electricity, water and wastewater, alongside heating, cooling and hot water services. Leep is the result of a joint venture between the independent mid-market infrastructure investment manager, Ancala Partners LLP and one of the UK's leading private real estate investment and infrastructure companies, The Peel Group. We deliver straightforward connections throughout the UK and hold the relevant licenses that allow us to adopt regulated utilities on new developments.

The Opportunity We are looking for a Project Manager to be part of our Delivery team. This person will be responsible for overseeing the safe, compliant, installation of electrical infrastructure with a focus on quality of installation and compliance with approved design parameters and current legislation and COP. The PM will in all cases look to provide a single point of contact on behalf of LEEP for post sales and pre adoption activities to LEEP's contract customers and stakeholders. The PM is responsible and account for all aspects relating to H&S, CDM, Programme Integrity & Financial Control, Sub-contractor Management and Asset compliance.

Key Responsibilities To fully understand the project requirements and ensure the infrastructure is installed to specification and to an adoptable quality. Provide support to the Senior PM and Head of Delivery in any delivery related matters. Ensure regular progress reports are obtained for each project and that regular reports are submitted to the Senior PM and that all progress trackers are updated as required. Be responsible for the archiving the

post-sales and pre-adoption project information in the designated areas of internal project directories and/or management platforms or systems. Ensure ICP designs obtain full design approval by one of our appointed design consultants. Timely review of incoming invoices and challenging where relevant. Timely raising and monitoring of all required purchase orders for contractor works, identifying variances when they occur. Ensuring that business processes covering contractor activities are complied with in respect to H&S, Contractor management, operational compliance etc. Ensuring activities and assets are compliant with all relevant legislation and approved design. Working with the operations department to ensure that new assets are handed over with all relevant records and handover documentation is in place and issued to the Operations team. Compile plant replacement strategies ensuring a safe and efficient method of plant replacement is in place prior to energisation with key contractors involved set up on our procurement system allowing swift allocation of purchase orders. Work with the Head of Asset Management to ensure a suitable COMER contract is in place for each operational site. Ensure standards of installation, pre- energisation checks and sign off meet and/or exceed requirements. Conduct effective project handovers, manage project snagging to satisfactory completion standards. Provide support to sales team and operations team as required. Any other reasonable task requested by their line manager in order to support the team and business priorities at the time.

About You

Experience of working in either a Project Management or Operational position within the Utility Sector. Experience of working in or with a DNO/IDNO. Good Knowledge of the general utility industry. Proven track record of the management of utility contractors. Working familiarity with H&S management and audit processes. Understanding of regulatory standards applicable to the business and the processes required to be compliant with them. A sound understanding of fiscal project controls, forecasting and management. Good computer and reporting skills. Adaptability and an eagerness to learn. The ability to be flexible in terms of time, location and activity. Ability to foresee problems and identify possible solutions or step in to ensure the problem is eradicated at the earliest opportunity.

Electric Specific Experience

DNO (NERS) Adoption Process

IDNO (LEEP) Adoption Process

Legal & Consents Requirements & Process

Electric Design – (Understanding) Your Development and Benefits

At Leep, we believe in stable growth and putting our people first. Our 5-year strategic growth plan gives us stability today and prepares us for the future, while nurturing a strong collaborative and supportive culture. Our benefits include: Salary which aligns to your experience and skillset 25 days paid holiday + bank holidays An additional day off to celebrate your birthday Annual

discretionary bonus Car allowance Company pension planHealth Cash plan through Westfield HealthOption to purchase additional holiday days through our Holiday Buying Scheme Engagement committee with events throughout the year, including Christmas Party, Summer Party and individual team socialsPaid professional memberships relevant to your role and access to professional development opportunitiesOur Values At the forefront of everything we do: Safety Customer Promise Accountability Reliability Respect Flexibility Equal Opportunities Leep Utilities is committed to promoting equality of opportunity for all staff and job applicants. We aim to create a working environment in which all individuals are able to make best use of their skills, free from discrimination or harassment. We do not discriminate on the basis of age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation. If you require any appropriate accommodations during the application or interview process, please let us know.

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