

Vacancy Reference **IRC59302**
Job Title **Site Operations Manager**
Business Name **SP Renewables**
Main Purpose of the Job

The role of the Site Operations Manager will be to assist the Head of Operations by taking control of the day to day running of the site by planning all training, scheduled and unscheduled work tasks with the co-operation of contracted services. They will be responsible for maintaining site performance that meet the set KPI's and the introduction of initiatives to improve the day to day performance of service technicians, wind turbines and contract services

What does the Job Involve?

Operations and Maintenance

- Maintain staffing and training levels
- Lead team and foster teamwork on-site
- Plan all scheduled and unscheduled tasks at local site, with guidelines from O&M Site Support
- Carry out planned maintenance on-site (turbines, substation, transfer platform, metrological systems etc.)
- Manage on-going site surveillance in conjunction with Surveillance Centre / Contracted third party
- Manage and carry out fault analysis. Includes rectifying and recommending corrective actions on major and minor faults with assistance from technical support and Original Equipment Manufacturers
- Responsible for High voltage actions including acting as key point of contact to grid owner in cooperation with High Voltage Manager
- Manage service contracts and communicate with suppliers
- Plan operations of service vessels and helicopter, and manage crew contracts
- Manage the purchase of spare parts, tools, equipment and stock, along with a Warehouse Coordinator
- Ensure maintenance and updates of relevant technical service documentation

QHSE

- Manage Quality, Health, Safety and Environmental issues for the whole site, supported by Operations QHSE manager
- Ensure adherence to ISO 9001, ISO 14001 and OHSAS 18001 and other reporting / quality systems
- Ensure adherence to all maritime/ offshore rules and SMS/ISM for service vessels and helicopters

Reporting, finance, budget and Joint Venture

- Regularly report on defined KPIs
- Supply data for short and long term maintenance planning
- Reporting technical data internally and for Joint Venture Partners

Focus areas

- Reduce Lost Time Incident Frequency.
- Effective and efficient operation in cooperation with Service Warranty Contract supplier.
- Management of O&M service contract and/or own organisation service plan

- Optimise Service vessel strategy
- Identify and share synergies with other Wind Farm

Key Performance Indicators (KPI's)

- Availability
- As defined in business case for Financial Investment Decision, both ramp up and final (90->96%)
- Wind Yield (Maximise wind yield >96%)
- Lost Time Incident Frequency (LTIF Target <1)
- Employee satisfaction (Target >75% in annual survey)

Delegated Authority

- High Voltage switching and permit responsibility
- Recruitment of technicians
- Technical Management of Joint Venture's enquiries

Skills, Knowledge and Experience

- Good technical skills and ability to work integrated in a team is required.
- Experience in Electrical engineering would be most valuable as well as good relationship and management skills.

Minimum Criteria

Qualifications & Knowledge:

- NVQ level 3
- Senior Authorised Person at 33Kv
- B.Eng or B.Sc. or relevant experience at this level
- Senior Authorised Person at 132KV
- Knowledge of hydraulics and plant machinery

Experience:

- Electrical or mechanical engineering experience in a relevant industry
- Team management and leadership
- Experience in offshore construction or operations, and awareness of the demanding environment offshore
- Experience working with large machinery is advantageous

Skills & Aptitudes:

- Presentation skills
- Planning and organisation skills
- Reporting
- People management

Benefits Information

- Grade: OL17
- Salary: £38,400 - £48,000 and benefits
- Geographic Location: Barrow in Furness

Additional Information

- Selection Method: Competency based interview
- Closing Date: 10th January 2014