

THE EUROPEAN MARINE ENERGY CENTRE
JOB DESCRIPTION AND PERSON SPECIFICATION
ELECTRICAL TECHNICIAN / ENGINEER

Reports to: Head of Operations and Maintenance.

Purpose: To maintain and operate EMEC's electrical assets to a high standard, assist with the safe operation of EMEC sites and support the delivery of projects within EMEC.
To maintain and operate EMEC LV systems including client's electrical connections and marine energy device performance testing.

Responsibilities applicable to Electrical Technician role:

1. Work with internal and external partners to maintain compliance with EMEC's Safe Systems of Work (SSoW) and Control of Work to ensure all relevant documentation is submitted to the Permit Authority in a timely manner for the issuance of relevant Permits when applicable.
2. Responsible for the installation, construction, and commissioning works for EMEC's electrical systems including development of method statements and risk assessments.
3. Establish, carry out and document preventative maintenance programmes on all EMEC assets; fixed, mobile, onshore or offshore. Maintain records of all inspection, maintenance and operational activities in EMEC's digital Asset Management System (AMS).
4. Carry out tasks to ensure compliance of EMEC's assets as instructed with relevant legislation and ensure certification is maintained (i.e. calibration, safety related).
5. Act as a point of contact to EMEC's suppliers for site and project related operational activities as and when instructed.
6. Respond to failures of EMEC equipment or equipment owned by others on EMEC sites as instructed.
7. Maintain awareness and adherence to QHSE procedures and good practice as defined in the Integrated Management System (IMS) and assist with identifying and progressing improvement actions, supporting EMEC's quality functions and accreditations.
8. From time to time carry out other assignments which may differ from the above as instructed by the Head of Operations and Maintenance.
9. Work closely and flexibly with all EMEC staff from across the business.

(Additional) responsibilities applicable to Electrical Engineer role:

10. Analyse and interpret test results, performance and data errors, and prepare technical reports containing quality and reliable data for use by the client.

11. Responsible for the electrical design and construction work for EMEC's electrical systems including management of defined work packages and client projects, along with required operational activities at the marine energy test sites.
12. Develop electrical testing requirements and methodology for marine energy technologies.
13. Develop, maintain and update test software and equipment which is used to gather data at EMEC's test sites and abroad.
14. Deliver tasks associated with the acquisition of EMEC and developer specific performance data. Assist with the maintenance and development of EMEC's SCADA system.

Reports: There are no direct reports to this position, but the incumbent will be required to direct and supervise sub-contractor personnel who carry out certain functions for EMEC.

Person Specification

Education:

Essential – HNC or recognised equivalent in an engineering discipline or relevant experience, e.g. approved apprenticeship, vocational qualifications.

Desirable – Degree in electrical and / or electronic engineering (or similar). Willingness to undertake additional training and career development. Recognised further electrical industry qualification or accreditation.

Skills & Knowledge:

Essential – Good numeracy, written and verbal communication skills, computer literate, familiar with IT and electrical measurement systems.

Desirable – Interest in renewables, background in marine operations, good knowledge of local geography. Experience in preparation of electrical design documentation, knowledge of protection, metering, or instrumentation hardware systems, understanding of grid compliance issues, equipment performance testing experience, experience working within QA systems such as the ISO 9000 series.

Personal Attributes:

Essential – Flexible and adaptable. Team worker, self-motivated, high sense of responsibility and integrity. Able to work unsupervised, including some periods of lone working. Excellent attention to detail and accuracy.

Experience:

Essential – Three (3) years' experience within the electrical industry or similar.

Desirable – Experience with offshore engineering and/or renewable engineering. Familiarity with QA schemes, Safe Systems of Work and HS&E requirements.

Special Conditions Associated with the Role:

1. The role involves working at various locations primarily throughout Orkney but may involve travel elsewhere on occasion.
2. The role may involve working outdoors and at sea.
3. The role may involve occasional work outside of core hours and flexibility in hours.