**Ipsum Power– Compliance Manager, Wakefield, Chorley or Ely**

## **The Company**

Our vision is to be the leading customer service focused provider of specialist utility and infrastructure solutions operating on both public and private networks. Providing great customer service is at the heart of what we do, and our commitment is to deliver this safely and innovatively through our highly skilled teams – we call this the Ipsum Way.

We’re always looking for people who are passionate about delivering outstanding customer service and who take pride in delivering essential services 24/7/365 that really make a difference to local people and communities.

We are committed to supporting and developing our people to achieve their full potential. If you join us, as well as learning on the job, we offer structured learning in the form of apprenticeship programmes and sponsoring relevant professional qualifications. If your qualification gives you membership of an accredited professional body then we will reimburse your annual membership fee. Investing in our people and enhancing our expertise and flexibility enables us to deliver the highest standard of service to our customers.

We really value our people and so we like to look after them. In addition to an attractive salary, if you work for us, you’ll enjoy a range of employee benefits which you can explore more about by visiting our website [www.ipsumutilities.com](http://www.ipsumutilities.com).

## **Our Power Business**

## Our power business operates across the UK serving broad portfolio of blue-chip clients including several distribution network operators (DNO’s) and commercial and industrial private electricity network operators. We are also a fully accredited independent connections provider.

## **Job Purpose**

## In this role you will ensure that our power business achieves, retains and complies with the accreditations required for us to operate our business safely and effectively and deliver outstanding service to our clients.

As part of our continual improvement process you will be responsible for updating, consolidating and rationalising existing management systems and accreditations to ensure consistent high standards across all of our electricity network operations.

## **Principal Accountabilities**

* Taking full control and responsibility relating to the continued certification of management systems held by the Company now or in the future.
* Managing all issues relevant to management systems including monitoring changes in regulatory and legislative requirements and ensuring our management systems are compliant, support company objectives, and meet client requirements.
* Review our management systems and make recommendations for improvements as appropriate.
* Identify opportunities to introduce consistent processes and documentation and make improvements to management systems across the power division.
* Support business development and tendering activities by providing expertise, information, and responses in relation to our accreditations and business systems.
* Ensure documented management systems are regularly reviewed and updated where necessary, working with process owners to facilitate the development of new policies and procedures as required.
* Ensuring the integration of management systems requirements into the Company’s business processes.
* Effective change management including version control and communication to all those affected by any changes.
* Facilitate external audits and internal management reviews as required to maintain accreditation and compliance with management systems.
* Ensure improvement actions are tracked and delivered in a timely manner.
* Identify where specialist support may be required and facilitate, as necessary.
* Ensure all our direct employees and our subcontractors and their employees have access to the necessary documentation and procedures.
* Communicating with employees to ensure understanding of management systems so that they can contribute to their effectiveness.
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## **The Person**

## **Qualifications**

## Preferably a degree level qualification in business management, legal studies, business administration, project management or a similar field of study

## **Knowledge & Experience**

* A good working knowledge of relevant legislative requirements including ISO9001, ISO14001 and ISO45001
* A good working knowledge of industry specific accreditations including NERS, NICEIC, ECA,
* Experience of achieving and maintaining accreditations and facilitating external audits.
* Experience of preparing and communicating management system documentation and standards.
* Experience of FORS or Van Excellence Accreditations for fleet management systems/ policies

## **Skills & Personal Qualities**

* Excellent written and confident verbal communication skills.
* Attention to detail.
* Impeccable organisation skills.
* A broad outlook and ability to engage across a fast-paced matrixed organisation.

*Ipsum is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.*