

Job Description

Job Title: Scheduler and Streetworks Planner
Company: Network Plus
Location: Bradford
Salary: Varies dependant on experience

About the Business:

Network Plus is a leading utility and infrastructure service provider. Every day, we safely maintain, construct and deliver essential services to millions of customers across the UK. Since starting the Company in 2000, Network Plus has grown considerably and now employ over 2000 people across the country.

Job Purpose

Scheduler & Streetworks Planner based at our Office in Bradford, you will support the Programme Manger working as part of the new City Fibre contract providing support to ensure that the company's work is effectively programmed by submitting notices/permits, responding to council comments and jeopardy managing notices/permits to minimise the risk of Streetworks non-compliance.

Overview

City Fibre designs, operates and owns an independent, full fibre communications infrastructure across the UK and is the UK's largest alternative provider of wholesale fibre network infrastructure.

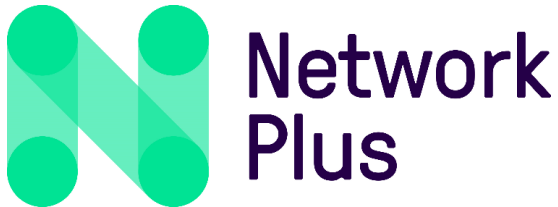
City Fibre plays a key role in the communities it serves, providing an essential service to allow homes and businesses to connect and communicate at high speeds.

City Fibre has a significant investment programme underway to develop a gigabit-capable full fibre network that will allow it to connect eight million homes and businesses across the UK by 2025.

The Bradford works cover the construction of the FTTP network for approximately 137,300 premises and associated feeder network construction.

Key Responsibilities

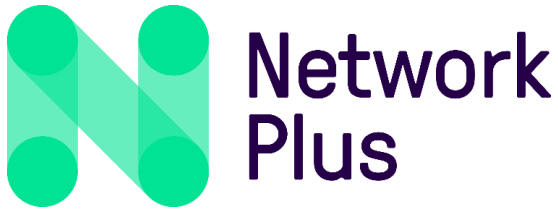
- Scheduling of work in accordance with SLA and permits
- Understand the Depotnet system and work to the processes accordingly
- To maintain timely and accurate input and uploading of information into the works management systems, ensuring that all issues are recorded and escalated.



- Understanding and using the Symology system
- Responsible for Streetworks performance and driving continual improvements with the Operational teams
- Liaise with Supervisors and sub-contract teams to ensure programmes are delivered ensuring that all the client and operational requirements are met in a professional and efficient manner.
- Validate and transmit notice/permit requests in a timely manor
- Opening and closing of street work notices/permits
- Submit final registrations
- Identify street works issues and apply early intervention
- Escalate street works compliance issues where appropriate
- Liaising with local authority's and client representatives
- Coordinating with other 3rd parties e.g. Parking suspensions, bus stop suspensions, road closures etc
- Analyse and respond to Section 74 charges & fixed penalty offences
- Run and circulate daily jeopardy reports as required
- Monitor and chase any outstanding issues
- General admin support
- To provide a positive and innovative input into the team, through provision of solutions to problems and embracing change.
- To ensure that safety issues are reported in line with Company procedures

Qualifications/Skills Required

- Experience of working within the Utilities sector
- Streetworks and symology experience with sound knowledge and understanding of statutory requirements
- Be IT and system literate
- Strong written and verbal communication skills
- Able to work in an organised manner to meet important deadlines
- In depth understanding of the operational activity
- Exceptional organisational skills
- Good working knowledge of Microsoft Office systems
- Strong planning and organisational skills
- Ability to communicate effectively under pressure
- Job Type: Full-time 08:00 – 17:00.



At Network Plus, we are always looking for people who can help us deliver exceptional service to our clients and customers. We carry out a wide range of activities in a variety of sectors, so careers with us offer plenty of opportunity for progression.

We believe in long term investment in our employees, including training, development programmes and continuing professional development (CPD). We are committed to recruiting from every community regardless of gender, age, race, disability, sexual orientation or social background.

We are Armed Forces-friendly. We welcome applications from ex-Armed Forces personnel, reservists, armed forces veterans, cadet instructors and military spouses/partners.