



## HERS Compliance Co-ordinator / NVQ Assessor

**Salary:** £25,734 - £35,597 – Home based; UK travel required – Closing date 06/12/23

### Here's what you'll be doing

Join our dynamic team as a Qualified Supervisor and Authorising Officer for HERS responsibilities. In this pivotal role, you will be at the forefront of ensuring the success of our HERS accreditation. Collaborate with internal and external audit teams to elevate our standards, participating actively in audits. Your keen eye for detail will be instrumental in monitoring, tracking, and reporting on the progress of compliance/non-compliance, playing a key role in resolutions for all relevant staff. Additionally, support our Compliance Coordinator and Operations Support Coordinator by efficiently handling audit outputs, implementing necessary actions, and contributing to follow-up meetings. If you are passionate about compliance excellence and thrive in a collaborative environment, this position offers an exciting opportunity to make a significant impact on our organisation's success.

Identify and liaise with Operational teams – all associated outputs relating to either process improvement or staff development training.

- Oversee Monthly KPIs and reporting on HERS compliance progress.
- Assist Operational teams in producing and maintaining HERS e-portfolios to meet accreditation requirements.
- Support the NVQ programme for field operatives and apprentice assessments.
- Support the Operations Support Coordinator with apprentice mentoring and coaching.

### What we need from you

- Qualified Supervisor and Authorising Officer HERS card qualifications, or willing to work towards.
- Assessor qualification, or willing to work towards.
- At least 6 years practical highways lighting operational experience.
- SMSTS qualification or equivalent, or willing to work towards.
- Excellent communication skills with the ability to produce clear and concise reports.
- Good working knowledge of HERS accreditation held by L&G and the associated operating procedures.
- Full UK driving licence.

Visit: <https://careers.eon.com/job-invite/221569/> to apply

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