

### **Client Site Representative – Offshore Substation Platform**

The Moray East Project is looking to engage an experienced Client Representative, on a contract basis, to support the work of the Project Electrical Package. The Electrical Team is responsible for the engineering, construction and installation of the transmission infrastructure for the Moray East Offshore Windfarm. Within this scope is the design, construction and commissioning of the Offshore Substations.

As the project progresses to the construction phase, there is a requirement to form a site team to interface with contractors and oversee the daily running of the Offshore Substation Topsides that shall commence with the fabrication of the substation topside platform.

The site team will support the OSP Lead and represent the Client at site to ensure their objectives are being met at site level.

#### **Main Accountabilities:**

The Client Site Representative shall support the Package Manager/OSP Lead as follows:

- Represent the Client at the Fabrication site/s.
- Execute the specific inspections on materials, equipment and construction/installation activities on site.
- Review the relevant Quality Records and, when necessary, write and issue non-conformance reports.
- Check conformity with the Quality Control Plan, obtain the relevant documentation, check procedures and equipment to be used in tests, controls and inspections, manage documents certifying tests, controls and inspections.
- Ensure the correct implementation of the approved Inspection Test Plan.
- Perform visual inspections, dimensional tests, checks rating and material.
- Attend Factory Acceptance Tests (FATs) and Site Acceptance Tests (SATs) for Substation equipment as required.
- Witness the tests, controls and inspections carried out.
- Perform punch-listing operations.
- Participate fully in the achievement of team goals by bringing ideas, opinions and experience to the team voluntarily, whilst listening to and respecting the views of others.
- Reporting to Management Daily/Weekly.

#### **Required Professional/Academic Experience:**

- Previous construction experience with a Fabrication company.
- 5 years' experience of a comparable role.
- Exposure to high voltage electrical installation including switchgear and transformers.
- Significant experience in managing major projects and project site construction for Offshore projects.
- Detailed understanding of fabrication processes and construction techniques.
- Contract management including variations and claims.
- Ability to control/monitor quality assurance and environmental processes.
- HNC/HND, NVQ Level 3 in an Engineering discipline or time served Apprenticeship is essential.

#### **Required Knowledge:**

Knowledge of structural design processes and offshore installation is required.

- Knowledge of safety legislation and regulations.
- Awareness of CDM Regulations with a good understanding of the Client and Principal Contractor duties supported by practical experience.

# MORAY EAST OFFSHORE WINDFARM

- Working knowledge of construction standards, codes of practice and regulations/legislation relating to the construction of an Offshore Substation.
- Knowledge of specification, design, maintenance, construction and commissioning of steel construction works.
- Proficient knowledge of Office suite including Excel, PowerPoint and Word.

**Other Requirements:**

- Full driving licence
- Ability to relocate
- Ability to travel at short notice and for extended periods

To apply or for more information, please email your CV and covering letter, outlining your motivations and relevant experience to date to: [recruitment@morayeast.com](mailto:recruitment@morayeast.com)