

<b>Job title</b>	Electrical (HV/LV) SME	<b>Date</b> May 2026
<b>Reports to (title)</b>	Lead Engineer	
<b>Contract/Department</b>	BBC	<b>Revision</b>
<b>Location</b>	Home based with national travel	

## Job purpose

Describe the overall purpose of the job in two or three sentences.

- As part of a small team of technical specialists, provide the role of Technical Authority for all Electrical Systems on the BBC Account, supporting EMCOR UK's delivery of the highest levels of technical service and support.
- Provide technical guidance, leadership, advice and direction to EMCOR UK staff, BBC Customers and Supply Chain Partners (SCP) to ensure the BBC Account remains technically compliant
- Collaboratively work alongside BBC Workplace team to achieve BBC's short, medium and long-term technical strategies, providing EMCOR UK technical input and considerations.
- Act as the authoritative technical point of contact for all Electrical system operating standards and performance requirements.
- Champion continuous improvement for system performance, processes, procedures, and monitoring for the Electrical Systems.

## Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- Oversee the delivery of the electrical annual performance analysis and condition surveys, ensuring they are completed on time, to the required standard and findings are effectively communicated and acted upon.
- Analyse electrical testing and inspection data: adjust and optimise maintenance routines based on historical trends.
- Analyse complex electrical systems where required to understand faults and performance limitations and make recommendations to address short-falls and delivery improvements.

# Job Description

- Develop, introduce and maintain electrical operating instructions and related documents e.g. Standard Operation Procedures (SOP's) and logbooks that define the site electrical safety program.
- Provide electrical subject matter expertise in support of deviation investigation, participation with Root Cause Analysis (RCA) activities. Also, where necessary introduce new ways of working to the site operations teams.
- Provide control and assume overall responsibility for compliant electrical systems including statutory tasks, ensuring the EMCORUK Compliance Manager is kept informed of status and performance of equipment.
- Proactive engagement in LCAM electrical system reviews ensuring continuous improvement.
- Ensure risks are appropriately documented and managed via EMCOR UK/ BBC systems.
- Alongside the BBC Account Authorising Engineer, monitor all staff and SCP's who service electrical systems ensuring they are suitably trained, certified and competent.
- Conduct account Level 2 technical audits, alongside other members of the Engineering Pillar.
- In conjunction with Operational Technical Leads, set, support and deliver professional electrical engineering standards, training requirements, competency standards (Knowledge, Skills & Experience) and support competency assessment delivery, where required.
- Perform routine management monitoring to measure site program effectiveness.
- Review data integrity in the client CAFM system to ensure statutory requirements are met or exceeded, ensure correct maintenance for all electrical assets is in place.
- Conduct AP (HV/LV) duties as required.
- Provide technical support to ensure necessary capital expenditure is prioritised and risks reduced.
- Recommend improvement opportunities and champion implementation

## Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

- Oversight of EMCORUK resource, no direct reports.

## Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

### Required

- Electrical Engineering HNC or equivalent.
- 18th Edition Regulations
- In-depth technical and operational knowledge of Electricity at Work Regs, to allow operational control to be gained over compliance for electrical systems.
- City & Guilds 2360 Part 1 & 2 or equivalent NVQ & C&G 2383 -18.
- 5 years + experience of installation, testing and maintenance and operation of HV/LV distribution systems.
- AP(HV/LV)

### Desirable

- C&G 2391-52 Inspection & Testing, & C&G 2396 Design & Verification of Electrical Installations
- Electrical Engineering Degree.
- Achieved or be working towards Chartered or Incorporated status.

## Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

- Travel to BBC account sites required.
- To work overtime, to support key aspects of the role, as and when required.
- Out of Hours support in the event of high impact system failure / outage.
- You are required to complete any reasonable management request

# Job Description

<b>Line Manager Signature</b>	
<b>Print Name</b>	
<b>Date</b>	

<b>Job Holder Signature</b>	
<b>Print Name</b>	
<b>Date</b>	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	