Dŵr Cymru
Welsh Water

Job Description

Job Title: CAD Technician – Mechanical/Civil x 2 (CDE021)

Reports to: Pipelines and CAD Engineering Manager

Team: Capital Delivery

Location: Ty Awen, Newport

Band: 5 (£25,405-£30,003)

As a credible member of the Capital Delivery Design Team you will:

Work as part of the design team across Wales to ensure projects are designed within the statutory, regulatory and financial outputs of the DCWW Business Plan while complying with DCWW procurement processes at all times.

Ensure that by working with Asset Strategy and Operations teams, DCWW meets its serviceability targets and improves its asset investment management systems, processes and competencies to achieve a successful outcome at the next price review.

Ensure best in class Health and Safety performance both internally and externally on all projects.

Implement best practice from across the water and other sectors of the construction industry.

As CAD Technician you will:

Work collaboratively within the capital delivery team and beyond, providing CAD support on projects either taking the lead or taking guidance from peers to ensure best practice designs that adhere to DCWW standard specifications.

Contribute to a stimulating and challenging environment by taking a professional approach to interactions, using effective communications and working collaboratively with others to achieve your maximum level of performance within the team.

Contribute to building and maintaining a best in class design department that can demonstrate value for money on all projects by achieving individual metrics and by conscientiously working towards achievement of team metrics.

Contribute to achieving efficiency savings against the department's financial plans and to the development of a culture of best practice and innovation.

Comply with DCWW Health and Safety requirements and ensure all projects designed comply with statutory requirements including the CDM Regulations 2015.

Comply with quality management systems for the delivery of design projects.

Ensure DCWW's interests are protected at all times and that risks to the business are minimised.

Principal Accountabilities

Ensure assigned workload is delivered on time and within budget, working closely with other members of the Capital Design Team.

Participate in training & development in accordance with all Human Resource policies and procedures; including regular contact with manager, one to one meetings, performance reviews, identification of safety training needs and personal development needs etc.

Comply with the Area Health & Safety plan through the application of appropriate H&S strategies and ensure all designs comply with the CDM Regulations 2015.

Ensure that CAD activities are carried out uniformly and to the appropriate DCWW standard specifications.

Contribute to the achievement of the key performance indicators used to monitor and improve the effectiveness of the design department; including working within the design team budget to help ensure effective and efficient delivery of the annual project throughput.

Input into, and participate in robust monthly reporting and reviews.

Develop close working relationships with the Asset Strategy, Quality, Operations and delivery teams to ensure continued alignment of strategy and delivery.

Carry out any other duties as required to meet business needs.

	Assessment Method		
Experience, Qualifications and Skills	**A**	**I**	**T**
Proficient in the use of Computer Aided Design (CAD) software packages Namely AutoCAD, Autodesk Civils 3D and Inventor	x	X	
Recognised engineering qualification desirable.	X		
Design experience in the Water Industry (Preferred)	X		
Health and Safety Awareness Training	X		
Ability to work collaboratively in a multi-disciplined engineering team environment whilst maintaining effective day to day delivery of services.	X	X	
The ability to work to tight regulatory and project deadlines	X	X	

Key:
A – Assessed via application form
I – Assessed at interview
T – Assessed using psychometric / ability test

Key Relationships

Internal

- Capital Maintenance Delivery Team
- Asset Strategy, Quality, Operations, Commercial and Finance teams
- All levels of management within DCWW
- Local Asset Teams in Operations
- Programme Delivery Teams

External

- Local Authorities including Planning Departments and Highways Departments
- Distribution Network Operators
- Framework Suppliers & Partners
- Regulators EA/DWI/Ofwat, UKWIR, Water UK, Consumer Council for Water Wales

Competencies	Assessment Method		
	A	I	T
Achievement Motivation – The drive and energy to produce excellent results and to continually find ways of improving relationships, outputs and processes.	X	X	
Adaptability – The ability to maintain effectiveness with changing environments, tasks, responsibilities or people. The ability to modify one's approach or style in order to reach a goal.		X	
Attention To Detail – The tolerance for and ability to handle detail. The ability to be able to analyse, understand and produce detailed information accurately.		X	
Creativity/innovation – The ability to look at issues from a broad perspective, to come up with imaginative solutions, and to identify innovative alternatives to typical, unusual or difficult situations or problems.	X	X	
Communication skills – The drive and ability to exchange appropriate information with relevant people at the right time. The desire and skills to seek first to understand as well as to be understood.		X	
Initiative – The ability to actively influence events rather than passively accept them. The ability to see opportunities and to act on them, to originate action.	X		
Ownership and reliability – The readiness to take responsibility for projects or issues and to be accountable for their timely delivery and quality. The capacity and motivation to fulfil consistently any undertakings made. The habit of never letting people down or promising what can't be done.	X	X	
Self Development – The ability to actively seek to understand one's own strengths and development areas and to work continually towards achieving one's potential.		X	
Teamwork – The belief in the value of synergy; the drive and ability to work with others to achieve a common goal in an optimally effective way.	X	X	

Application Method:

- If you wish to apply **please complete an Application Form** (which can be obtained on the Vacancies page of the Dwr Cymru Website or the Infozone) to recruitment@dwrcymru.com
- In order to assess a candidate's suitability, Applications should demonstrate evidence in relation to the Experience, Qualifications and Skills and Competencies listed above.

Dŵr Cymru Welsh Water is an Equal Opportunities Employer

Welsh language skills are desirable for this post