



## Candidate Information Pack

Project Manager

Hybrid / Full-time

20 / 11 / 2024

Reference: TGCPM





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# Welcome from Trydan Gwyrdd Cymru

Dear Applicant,

Thank you for expressing an interest in applying for this position with Trydan Gwyrdd Cymru (Trydan). Trydan was established in October 2023 to accelerate the delivery of renewable energy projects on the Welsh public estate with the best possible long-term economic, environmental and social benefits for the people of Wales. This is a long-term sustainable investment funded by Welsh Government that intends to put net zero and the communities of Wales at the heart of the transition required to address the adverse effects of climate change.



We aim to have one gigawatt of locally owned, locally generated clean energy by 2040. Trydan will scale up the rollout of renewable energy projects across the Welsh public estate, principally through onshore wind and solar PV technologies with scope to integrate storage technologies. We have a genuine opportunity here to produce an income that will be reinvested in improving people's lives in Wales as well as creating good quality, clean energy jobs. Trydan will help drive a new approach to delivering benefits from renewables that really make a difference to communities.

To help us achieve our ambitions we are seeking to recruit a Project Manager. Reporting to the Development Director, you will be responsible for the delivery of a number of renewable energy projects from inception, through the development phase until handover to the construction team.

This is an excellent opportunity for someone who is looking for a new challenge to be part of something right from the start to create a more sustainable future for all. If you feel you have the relevant qualifications and experience we would be extremely interested to hear from you. Further details of the role and the requirements of the post can be found in this candidate information pack. I hope you find it useful and that you will be inspired to seek to join us.

Richard Evans

**Chief Executive Officer**

# About us

## Background

Trydan was incorporated in October 2023, as a company limited by shares and wholly owned by Welsh Government, with the objective of accelerating the development of renewable energy projects on the Welsh Public Estate and increasing the value to Wales from this activity, which would be aligned with Welsh Government policy and Ministerial objectives.

The overarching strategic objective for the company is to realise the ambitions of the Welsh Government by delivering one gigawatt of new locally owned renewable energy by 2040. Trydan's delivery model will ensure the financial value of these projects is retained in Wales and their outputs, both directly and indirectly, contribute to delivering wider economic, social and environmental benefits for the people of Wales.

## Our mission

Our mission is to unlock the renewable energy potential of Wales, and deliver benefits to our society, our environment and our economy, for everyone living and working in Wales today and for future generations. We will do this through delivery excellence, responsible leadership and proactive collaboration.

## Current position

The majority of the initial team has been recruited and priority company establishment activities have been completed. A new permanent board was established in May 2024. The Trydan board is chaired by Llyr Roberts and includes four Non-Executive Directors. The Cabinet Secretary formally launched the company on the 15<sup>th</sup> July 2024.

Trydan is now actively developing a portfolio of renewable energy projects at late feasibility stage and will scale up development activity as we continue to grow our development team. The current project portfolio is focused on onshore wind, although we expect solar PV and battery energy storage systems to feature as part of the portfolio.

## Location

The company will operate using a hybrid model where staff will spend a proportion of their time working from home. Meetings and other joint activities will be hosted from time to time by Welsh Government at various office locations across Wales. The Company's Head Office will operate out of Merthyr Tydfil. The role holder will need to be flexible as the job will require travel from time to time within the country.

## Further information on Trydan Gwyrdd Cymru

Further information can be found on the company website: [Home | Trydan Gwyrdd Cymru](#).

# About the role

## Job purpose

The role-holder will be responsible for the delivery of a number of renewable energy projects from inception, through the development phase until handover to the construction team.

## Organisational Context

The role will report to the Development Director and will work closely with a small team of Project Managers, engineering and technical colleagues in delivering a pipeline of renewable energy projects. You will also be expected to work closely with a wide range of stakeholders, including local communities, statutory consultees, local planning authorities and industry groups.

## Key Accountabilities

### Your key tasks and responsibilities:

- ❖ Lead the delivery of several wind farm projects from site selection until handover to the construction team, involving initial feasibility assessment, design, planning, public consultation, condition compliance and due diligence or project sale.
- ❖ Prepare and manage project budgets.
- ❖ Obtain accurate financial assessments of the projects and assess the viability of projects throughout the development phase.
- ❖ Manage external stakeholder relationships for each project, working with the Head of Public Involvement, including landowners, local communities, planning authorities, local politicians and other key stakeholders including consultees, grid network operators, suppliers and media.
- ❖ Identify and manage project risks, escalating to the Development Director as required.
- ❖ Develop and manage project documentation, scope and timelines.
- ❖ Participate in proposal or bid review and evaluation for the awarding of tenders and contracts.

- ❖ Supervise the work of consultants and subcontractors to ensure quality and conformance to project specifications and budgets.
- ❖ Produce regular project progress reports for the Development Director.
- ❖ Request and select proposals from subcontractors, including contract negotiations.
- ❖ Prepare project phase approval documentation at key decision gates.
- ❖ Create a handover document at the end of the project development life cycle.
- ❖ Manage the effective and efficient deployment of project staff and resources.

## Person specification

### Essential skills and experience:

- ❖ Degree or equivalent in an environmental, engineering, planning, science or business-based subject
- ❖ Proven track record of successfully delivering complex project on time and budget
- ❖ Strong commitment to health and safety.
- ❖ Methodical, accurate and process focused approach.
- ❖ Excellent written and verbal communication skills and experience of successfully developing and maintaining external stakeholder relationships.
- ❖ UK Driving licence.

### Desirable skills and experience:

- ❖ Renewable energy industry knowledge and experience with a particular focus on wind farm design and development.
- ❖ Knowledge and understanding of wind farm project finances and the key drivers for a viable and successful wind farm project.
- ❖ Experience as a Project Manager for utility-scale onshore wind energy projects.
- ❖ Ability to speak Welsh or a willingness to learn would be desirable.

## Terms and conditions of appointment

- ❖ Salary: Competitive
- ❖ Job Type: Permanent
- ❖ Hours per week: Full time – 37 hours per week
- ❖ Annual Leave: 28 days raising to 29 days after two years' service and 30 days after three years' service
- ❖ Public Holidays: 8 days per annum

## Other benefits

Defined contribution pension scheme  
Flexible working  
Electric vehicle salary sacrifice scheme

## Indicative timeline

Applications must be submitted no later than noon on 20<sup>th</sup> December 2024. Those applicants selected to attend for interview should hear via email by 15<sup>th</sup> January 2025. Any applications received after the above closing will not be considered.



## How to apply

To apply for this position, please provide the following:

1. A comprehensive CV setting out your career history with key responsibilities and achievements and details of your current remuneration package.
2. A supporting statement in the form of a covering letter of no more than two sides of A4, explaining how you believe your skills and experience match the key responsibilities and person specification requirements for the role. Please note that the covering letter is an important part of your application.
3. Details of two professional referees together with a brief statement of their capacity and over what period of time they have known you, one of whom is expected to be your current or last employer. Referees will not be contacted without your prior consent.
4. A completed diversity monitoring form.
5. Clearly state in your covering letter should you be shortlisted, whether you wish your interview to be conducted through the medium of Welsh or English.

On finalising your application, please forward to the following email address: [swyddi@trydangwyrddcymru.wales](mailto:swyddi@trydangwyrddcymru.wales)

## Further information about this role

If you have any queries about any aspect of the appointment process, need additional information or wish to have an informal and confidential discussion, please email [swyddi@trydangwyrddcymru.wales](mailto:swyddi@trydangwyrddcymru.wales) to request a call and we will be pleased to get back to you. We will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal.

## Equality and diversity

We are committed to creating an inclusive working environment for everyone. We especially encourage applications from all underrepresented groups. We do not discriminate on the basis of age, race, religion, colour, national origin, gender, marital status (including equal, same sex marriage or civil partnership), sexual orientation, or disability.

## Welsh language

Wales is a bilingual country, with both Welsh and English used routinely in our daily lives and workplaces. The Welsh language has official status in Wales. There are measures in place to ensure it is treated no less favourably than English.

Applications for any post can be submitted in either Welsh or English. Those applicants submitting their applications in Welsh will be assessed on an equal basis with applications submitted in English. You can also request an interview through the medium of Welsh. If you would like your interview to be conducted in Welsh, please include your request in your covering letter.

## Data consent

We will process the data you provide to us in applying for this role as necessary for the performance of this task, which is carried out in the public interest. We will also share the data with any third-party data processors engaged on our behalf to deliver the recruitment service. More information is available here: [Privacy Policy | Trydan Gwyrdd Cymru](#)

# Diversity monitoring form

Trydan Gwyrdd Cymru is committed to valuing equality and diversity for our workforce. To ensure these objectives are fully met, it is essential that we monitor our recruitment and selection procedures. Therefore, we would like you to complete the attached questionnaire.

## Purpose and Benefits

We need to find out whether our policy is working in practice and ensure there is no discrimination in the way that we appoint and promote staff. The purpose of monitoring is to identify trends that indicate problems, so that we can remedy them in order to provide a fairer and more effective appointments process for all applicants.

## What happens to the information I supply?

- Any information provided will be treated in **strict confidence** and will not affect your application in any way.
- The data will be used to produce statistical reports. These comprise a series of anonymous figures, by which we can monitor our applicant numbers and the outcomes of our recruitment and selection processes.
- Only those monitoring job advertising will have access to the data. The information collated will be used entirely anonymously, but names are included on forms to enable cross-checking between the forms and the paperwork to be undertaken by our recruitment professionals.
- Staff involved in sifting and interviewing for the post will **not** see your questionnaire.
- The information collated will not lead to a quota system nor be used against any particular group.

## Helping us to help you

Your co-operation is much appreciated; please help us to improve equal opportunities. We strongly encourage **all** applicants to complete, save separately and return the attached questionnaire together with the other sections of your application documentation.

We thank you for your co-operation.