



**Yorkshire & Humber
Drainage Boards**

VACANCY – Full Time

Apprentice Electrician (MEICA)

(Mechanical, Electrical, Instrumentation, Control & Automation)

Yorkshire and Humber Drainage Boards represent 8 flood risk management authorities. Our work reduces flood risk to thousands of residents, businesses, property, and infrastructure. We operate 81 pumping stations, maintain over 800 miles of watercourses and rivers that drain over 360 square miles of the region.

As a local public authority, we are keen to support the development of future technical specialists, working in Flood and Coastal Risk Management (FCRM), so have a position for an Apprentice who will also study for a relevant Level 3 engineering qualification.

Although this apprenticeship has an electrical engineering bias, the successful candidate will have the opportunity to work across the organisation, not only experiencing most aspects of FCRM but also gaining an understanding of other service areas in the organisation, including project management, asset management, planning and development control, finance, and administration.

After successful completion of the apprenticeship, there may be an opportunity to progress to a further training scheme at Level 4.

The successful candidate will be motivated and inquisitive with a desire to join a team that operates some of the most important infrastructure in the region.

The role comes with a remuneration of £6.40 per hour (or national minimum wage requirements dependent on age), generous leave and automatic enrolment into the Board's pension scheme. The role will be based at one of our depots within the Yorkshire region.

The closing date for applications is 19th July 2024

The interview date is to be confirmed.

To apply for this role please complete the attached application form.

For further information please contact:

Laura Smith
Yorkshire & Humber Drainage Boards
24 Innovation Drive
Newport
EAST RIDING OF YORKSHIRE
HU15 2FW

E mail: jobs@yorkshirehumberdrainage.gov.uk
Tel: 01430 430237

Please visit www.yorkshirehumberdrainage.gov.uk for further information



Yorkshire & Humber Drainage Boards

Job Description & Specification – Apprentice Electrician (MEICA)

Responsible to: Operations Manager

Grade: Apprentice

Annual Salary: £12,313.60 (Or National Minimum Wage Requirements) + Pension

Main purpose of the role:

- To gain experience working in the role
- To complete a relevant Level 3 Engineering qualification.

Key Work Based Activities:

- Undertake work-based activities to gain experience in:
 - Flood and Coastal Risk Management.
 - Safe systems of work.
 - Solving problems using proven engineering practices, processes, and procedures.
 - Technical contributions to the installation, commissioning, decommissioning, operation, and maintenance of flood risk assets.
 - Maintenance of mechanical & electrical equipment.
 - Specification and engineering design.
 - Use of remote monitoring systems.

Person Specification

| | Essential |
|------------------------------------|--|
| Qualifications and Training | Achieved at least 3 GCSEs (Grade 9-4) (or equivalent) in Maths, English, and Geography/Science/Engineering subject. |
| Experience and Knowledge | No prior experience required. |
| Skills and Abilities | Confident in the use of Microsoft Office/Google Docs. Good written English, good communicator, spatially aware. An enthusiastic team worker. |



Application Form

Personal Details

| | |
|---|--|
| Title | |
| Surname | |
| First Names | |
| House / Flat Number or Name | |
| Address Line 1 | |
| Address Line 2 | |
| Town | |
| County or Region | |
| Country | |
| Postcode | |
| Landline Number | |
| Mobile Number | |
| Email Address | |
| If appointed, will you be able to produce a passport showing that you are a British Citizen or have a right of abode to stay/work in the UK, or an original document showing your National Insurance number or birth certificate? | |
| Do you hold a current driving licence? | |
| Do you have or have you been notified of an endorsement for an offence while driving? (Penalty Points) | |
| Do you have any unspent criminal convictions? ** | |

*As defined in the Rehabilitation of Offenders Act 1974

Education, Training and Professional Memberships

| University/College/School | Qualification Gained | Date |
|---------------------------------------|----------------------|------|
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| Other Qualifications, Training or CPD | Qualification Gained | Date |
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| | | |
| Professional Body | Level | Date |
| | | |
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Employment History

| Employer | Position and Summary of Role and Achievements | Year Start /Finish |
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Other

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| <p>Are there any adjustments required should you be invited for interview? If so, please state here:</p> | |
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Please provide a personal statement explaining why you think you are suitable for this role. This should address the essential and desirable criteria set out in the job specification and any other information you consider relevant.

A large, empty rectangular box with a thin black border, intended for the applicant to write their personal statement.

References

Please provide two people who can provide references – one of whom should preferably be your present / most recent employer. We will not contact your referees prior to interview.

Referee 1

| | |
|--------------------------|--|
| Name | |
| Position | |
| Organisation | |
| Building Number or Name | |
| Address Line 1 | |
| Address Line 2 | |
| Town | |
| County or Region | |
| Country | |
| Postcode | |
| Contact Telephone Number | |
| Email address | |

Referee 2

| | |
|--------------------------|--|
| Name | |
| Position | |
| Organisation | |
| Building Number or Name | |
| Address Line 1 | |
| Address Line 2 | |
| Town | |
| County or Region | |
| Country | |
| Postcode | |
| Contact Telephone Number | |
| Email address | |

Other Information

If there is insufficient room on this form to provide the information requested you may continue a blank sheet. Do not include a CV.

Data Protection Statement

The information that you provide on this form and that obtained from other relevant sources will be used to process your application for employment. The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process.

If you succeed in your application and take up employment with us, the information will be used in the administration of your employment with us and to provide you with information about us or third party via your payslip. We may also use the information if there is a complaint or legal challenge relevant to this recruitment process.

We may check the information collected, with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other ways as permitted by law.

Declaration

By signing the application form you agree to the processing of sensitive personal data, (as described above), in accordance with our registration with the Data Protection Commissioner.

I understand that any false or misleading information given in this application may result in my dismissal if I am appointed. I declare that to the best of my knowledge all the foregoing information and that submitted in any accompanying document(s) is correct.

Applicant's Signature _____

Date _____

Please return this form via post or email marked confidential to:

Human Resources
PRIVATE & CONFIDENTIAL
Yorkshire & Humber Drainage Boards
24 Innovation Drive
Newport
East Yorkshire
HU15 2FW
Email: info@yorkshirehumberdrainage.gov.uk