



## NRSWA Coordinator

As the NRSWA Coordinator, you'll play a pivotal role in overseeing and coordinating all aspects of Streetworks activities, ensuring compliance with regulations and minimizing disruption to the community.

Your responsibilities will include liaising with contractors, local authorities, and utility companies to schedule work, managing permits, and ensuring adherence to health and safety standards.

### Role Responsibilities:

- Raising Permits through Symology, Aurora and Skewb in accordance with procedures
- Ensure all permits are administered with the correct information and within the correct timescale so that no FPN's or charges are incurred.
- Co Ordinate with the local authorities
- Starting and stopping permits for teams on site
- Add to the systems for submissions of permits Streetmanager, SNMS, TMAN
- Registering reinstatement following works being completed within the timescales.
- Liaising with Teams to discuss works, arranging for new works to be booked in/planned and managing trackers to keep on top of progress.
- Monitoring inspections on the systems
- Uploading permit requests, registrations and Open and Closing documents to the shared drive
- Checking systems for any updates, queries etc.
- Ensure all permits are opened and closed on time to avoid any fines or section 74 charges issued by the council, reporting of any Section 74 charges to the NRSWA Manager
- Any defects, fines or charges are reported, rectified, and paid in time.
- General admin and Ad Hoc duties as and when required.
- Reporting any Early starts, extensions or changes to permits to the NRSWA Manager before actioning.
- Weekend support will be required with overtime being paid.

### Essential Training or Qualifications

- Certificates in Streetworks Training is essential (Streetworks / Aurora)
- Experience using Streetmanager, Aurora (England & Scotland) is essential.
- Experience with legislation for both Scottish and English in Road works is desirable.
- Experience working in a fast-paced contract environment.
- Experience working for an electrical engineering company or in the construction industry.

### COMPANY

Envevo is a leading ICP and EV ChargePoint installer serving commercial clients across the UK. We offer a full turnkey service comprising connections to the grid, civil engineering services, and full installation of electric vehicle chargers.

### LOCATION

Glasgow

### BENEFITS

35 Days Annual Leave  
Overtime Available  
Hybrid Working  
Private Healthcare  
Company Wide Bonus  
Pension Scheme  
EV Car Scheme

### CONTACT INFO

Should you wish to apply for this role, please send your CV and covering letter to:  
[careers@envevo.co.uk](mailto:careers@envevo.co.uk)

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