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| **Application Form** |
| **Job Title:** |  **Director of Wholesale Markets** |
|  **Salary: £68,654 - £95,060 per annum** **Closing Date: 2.00pm Wednesday 24th April 2019****Interview Dates:** **Wednesday 22nd May 2019** Applicants should use this form only and should not submit any supplementary material such as a CV.The format of this application form may not be altered in any way except to delete spaces caused by the bottom of the box shifting when you type in your responses. Other alterations of the form may result in disqualification. |

**Applications**

* Please refer to the Guide for Applicants before completing this form.
* Completed applications must be returned to Human Resources to arrive no later than the closing date stated above.
* **If you submit your application form by email, you must also provide a paper copy with your actual handwritten signature. Hard copies must be posted or hand delivered to Human Resources, The Utility Regulator, Queens House, 14 Queen Street, Belfast BT1 6ED**
* Applications and queries can be emailed to **recruitment@uregni.gov.uk**

**Any candidate experiencing difficulty in completing the application form because of a disability should email** **recruitment@uregni.gov.uk**

Remember to return your Equal Opportunities Monitoring form in a **separate sealed envelope** to address detailed on the form. For convenience, it can be included with your hard copy application form but it must be in a sealed, separate envelope addressed to the Monitoring Officer (HR). This is regarded as part of your application and failure to fully complete and return it will result in disqualification.

**LATE APPLICATIONS WILL NOT BE ACCEPTED.** Please note the onus is on the candidate to ensure their completed application is received on or before the closing date. We will use the time it is received according to Utility Regulator computer systems, not the time sent from a candidate’s email account.

**The format of this application form may not be altered in any way except to delete space(s) caused by the bottom of the box shifting down the page**

**when you type in your responses.**

***Other alterations of the form may result in disqualification.***

**Personal Details**

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| Title: Mr / Mrs / Ms / Miss / Dr / other |  |  |
| Surname: |  |  |
| Forename:  |  | *Please underline name by which you are known* |
| National Insurance Number: |  |  |

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| --- | --- | --- | --- | --- |
| ContactAddressincludingpostcode |  | ContactTelephoneNumber(s) | daytime: |  |
|  |  |
| evening |  |
|  |  |  |
|  |  |  | mobile: |  |
| Email: |  |  |

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| Special Requirements at interview? |
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Where did you  ***first*** hear/read about this vacancy?

*(this information may help us determine where we advertise in future)*

Nijobs.com

Utility Regulator website

Other (please specify):

Utility Regulator employee

**Referees:** Please give the name and contact details of two referees, one of whom should be your current employer and one of whom should be a previous employer. Referees will not be contacted until a provisional offer is made.

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| **1. Name**: |  | **Address:** |  |
| **Contact telephone number:** |  |
| **Contact email address:** |  |
| **2. Name**: |  | **Address:** |  |
| **Contact telephone number:** |  |
| **Contact email address:** |  |

**Additional Information:**

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| **Please outline your current / most recent salary:**  |
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| **Please outline any substantial fringe benefits (e.g. pension, holiday entitlement, bonus etc)** |
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| **Length of notice:** |  |  | **When would you be available?** |  |

**Declaration**

1. I have read and understood the information provided in the Guide for Applicants.
2. I have read and understood the information provided in the Utility Regulator’s Staff Interest Statement.
3. The responses detailed in this application are true and accurate to the best of my knowledge and belief. I understand that deliberate falsification of factual information may prejudice my application or lead to an offer of appointment being withdrawn.

**Signature:**

**Date:**

 / /

**Relevant Employment History** (begin with your most recent/current position)

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| **Name, Address & Business of Employer:** |  |
| **Position Held and Brief Career Narrative:** |  |
| **Dates From and To (Month & Year):** |  |
| **Reason for Leaving:** |  |

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| **Name, Address & Business of Employer:** |  |
| **Position Held and Brief Career Narrative:** |  |
| **Dates From and To (Month & Year):** |  |
| **Reason for Leaving:** |  |

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| **Name, Address & Business of Employer:** |  |
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| **Dates From and To (Month & Year):** |  |
| **Reason for Leaving:** |  |

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| --- | --- |
| **Name, Address & Business of Employer:** |  |
| **Position Held and Brief Career Narrative:** |  |
| **Dates From and To (Month & Year):** |  |
| **Reason for Leaving:** |  |

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| **Information for Sifting and Shortlisting Purposes:**The following section asks you to outline your experience in relation to the essential and desirable criteria and key skills as specified in the Guide for Applicants. |
| **Essential Criteria 1***Please provide an example(s) that demonstrates a proven track record of substantial achievement in the electricity sector, operating at a senior level in industry, consultancy, regulation or government.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Essential Criteria 2***Please provide an example(s) that demonstrates an understanding of the economic and/or engineering factors influencing the development of the regulated energy sector in Northern Ireland.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Essential Criteria 3***Please provide an example(s) that demonstrates a proven track record of leading and managing a multi-disciplinary team to deliver significant outcomes.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Essential Criteria 4***Please provide an example(s) that demonstrates proven personal authority, integrity and credibility in representing your organisation with key stakeholders.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Essential Criteria 5***Please provide an example(s) that demonstrates a proven track record of working collaboratively with senior stakeholders, including political representatives and influential industry lobby groups, to deliver mutually beneficial outcomes.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Essential Criteria 6***Please provide an example(s) that demonstrates a proven track record of strong financial management and governance skills to enhance the management of organisational risk and governance arrangements and deliver value for money.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Desirable Criteria 1***Please provide an example(s) that demonstrates a proven track record of personal responsibility for managing a budget of over one million pounds.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Desirable Criteria 2***Please provide an example(s) that demonstrates proven experience of applying regulatory concepts and principles to deliver value for electricity customers.**Do not expand beyond one page* |

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| Information for Sifting and Shortlisting Purposes: |
| **Desirable Criteria 3***Please provide an example(s) that demonstrates an in depth knowledge of the new SEM in terms of both Energy Trading Arrangements and Capacity Remuneration Mechanisms including the key drivers of price, security of supply and sustainability in the short and long-term.**Do not expand beyond one page* |

**Conflict of Interest Declaration and Statement of Integrity**

Please ensure you read the Utility Regulator’s Staff Interest Statement before answering the questions below and advise if you have any conflict of interest.

The Utility Regulator must ensure that any individual it appoints is committed to the principles and values of public service. In particular, it must take account of actual, perceived or potential conflicts of interest or integrity issues.

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| **Is there any information, employment background, interests or personal connections current or past which, if you were appointed might give rise to public speculation on your independence or your ability to undertake your duties in an impartial manner?** |
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| **Do any of your immediate family have any interests which might be construed as being in conflict with this appointment, or any probity issues which might, in the future be raised in public?** |
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I confirm that the information I have provided above is true:

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| **Name:** |  |
| **Signature:** |  |
| **Date:** |  |

**Position Applying for:** Director of Wholesale DW/19