

# Graduate Recruitment

Applicant Information Booklet



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# Foreword

Thank you for expressing an interest in the Graduate roles that we are currently recruiting for at Mutual Energy.

I have worked in the Northern Ireland energy sector for over 30 years and for Mutual Energy for over 15 years. I am exceptionally proud of the work and achievements of Mutual Energy in delivering outstanding performance across our gas and electricity infrastructure assets, achieving significant growth in revenues, and maximising value for energy consumers across NI.

During my career I have witnessed a significant shift in thinking, most notably in the last few years; a growing recognition across the industry and energy consumers of the need to move away from fossil fuels to cleaner low carbon alternatives. However, despite this increasing awareness, there remains significant challenges to be overcome to allow the rapid acceleration of the energy transition and delivery of NI's net zero ambitions.

Given our unique position within the energy sector I have a profound desire for Mutual Energy to continue in its ethos of supporting NI energy consumers, by helping facilitate the NI energy transition. This is an exciting time for both Mutual Energy, and the wider NI energy sector and the increase in activity as Northern Ireland ponders how to achieve net zero has demanded significant input and effort from all our staff. It has also allowed us to grow as an organisation, expanding our teams and taking on a number of graduates over the past few years.

To drive forward our vision Mutual Energy is now recruiting a number of graduate roles across the company. We are seeking Graduate Engineers who will support the ongoing maintenance and operation of our growing asset base and also support our work on identifying, assessing, and developing potential projects that will support the energy transition in NI and we are also recruiting a Finance Graduate and a Commercial Graduate who will support our day to day activities across various areas of the business.

If you believe you have the skills, experience, and determination to make a difference, I encourage, and welcome, your inclusion in the recruitment process.

**Paddy Larkin, CEO**

# Section 1 – The Company

## An Overview of Mutual Energy

### The Power of Mutual Energy

Our purpose is to own and operate energy infrastructure in the long-term interests of Northern Ireland energy customers.

We believe our unique mutual structure, extensive industry experience, and expertise will continue to deliver significant benefits to NI consumers.

### Why do we exist?

Mutual Energy is a company limited by guarantee. It was formed to acquire, and hold, strategically significant energy infrastructure assets for the benefit of the energy consumers of Northern Ireland.

### Who are we and how are we constituted?

As a mutual company Mutual Energy does not have shareholders. Instead, there are 30 members appointed to represent the interests of NI energy consumers, and who fulfil a similar governance role to shareholders in equity companies.

The members do not have any financial interest in the company or receive any remuneration for their services.

This structure allows Mutual Energy, with permission from the Utility Regulator, to pass profits and savings generated by its infrastructure assets back to NI energy consumers.

### What do we do?

Mutual Energy owns and operates;

- the Moyle Interconnector, linking the electricity systems of Northern Ireland and GB,
- the gas transmission pipeline system interconnecting NI and Scotland and carrying high pressure gas within NI.

These assets provide essential conduits for wholesale energy supply to, from and within Northern Ireland. The Moyle Interconnector and gas systems provide vital links to the energy markets in Great Britain, improving the security of energy supply in NI.

### What are we worth?

Mutual Energy currently has £730m of assets under management and an annual turnover of around £120m.

Our licence structures allow us to deliver a low cost of capital. We manage our assets to the highest standards of safety, reliability, and efficiency, reducing operating costs, and delivering high levels of availability.

We strive to maximise value for NI energy consumers.

## Organisational Structure & Governance

At Mutual Energy the company is its people.

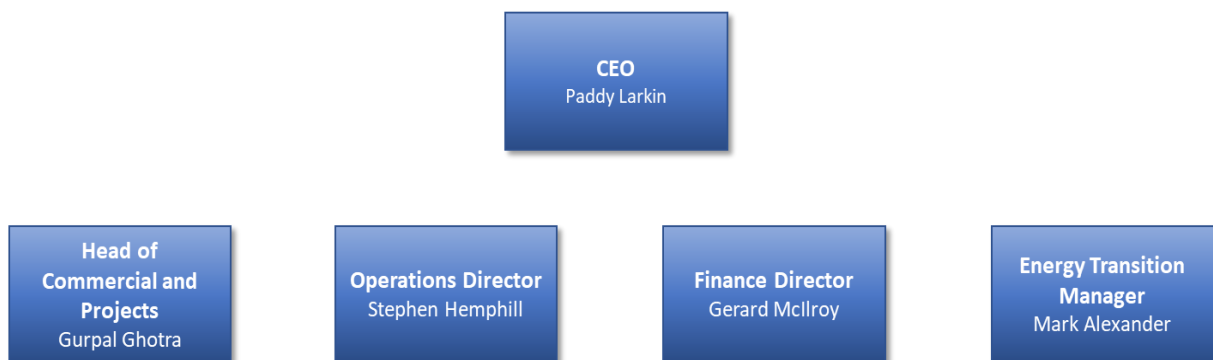
The critical nature of the services we provide to the NI energy sector relies upon the hard work, expertise, and dedication of a core group. With just over 40 talented and innovative professionals, the small size of the company means it is friendly and inclusive.

The company is led by Paddy Larkin as CEO. With over 30 years energy sector experience Paddy provides a clear vision of the role of Mutual Energy and the company values. Paddy is supported by the wider Executive Team.

The company is split into four main business functions:

1. Commercial and Projects,
2. Operations,
3. Finance (which includes the compliance, as well as the regulatory and market management functions) and
4. Energy Transition.

The company also has a Contractual Joint Venture with Gas Networks Ireland to provide Gas Market Operator services to Northern Ireland (GMO NI).



The senior Executive Team is supported by a Board made up of a Chairman, and a team of five Non-Executive Directors. They bring a wealth of knowledge and expertise to provide strong governance and guidance to Mutual Energy.


The Non-Executive Directors have experience across Ireland and the UK. They have extensive careers spanning sectors including: corporate finance, engineering, regulation, the commercial sector, and consumer protection.

## Strategic Objectives


### OUR PURPOSE

To own and operate energy infrastructure in the long term interest of Northern Ireland energy consumers


### OUR STRATEGY




1. Operate assets safely and cost effectively, outsourcing where appropriate




2. Deliver savings to current and future Northern Ireland consumers over the life of the assets



3. Collaborate with key stakeholders in the acceleration of decarbonisation



4. Manage market change and regulatory developments to minimise risk to the Northern Ireland consumer



5. Over the long term to acquire stable energy infrastructure assets at low cost to benefit the Northern Ireland consumer

Further information on Mutual Energy’s business, including its latest annual report, is available at [www.mutual-energy.com](http://www.mutual-energy.com).

## Section 2 – Description of the Roles

Further information on the five graduate positions that we are recruiting for can be found in the following separate documents:

- Graduate Engineer Job Specification (covering three engineering roles)
- Trainee Accountant Job Specification (covering one accountancy role)
- Commercial Graduate Job Specification (covering one commercial role)

## Section 3 – The Appointment Process

### Drop-in Events

We are holding drop-in events at Queens University and Ulster University where anybody who is interested in applying for the roles can come and ask questions and find out a bit more about Mutual Energy. Please feel free to drop by at the following locations and times:

- Queens University Belfast, One Elmwood Student Centre, main foyer on Monday 10th March 2025 from 11am until 2.30pm
- Ulster University Belfast, event location and time to be confirmed – please keep an eye on Handshake and our LinkedIn page for further details of any events over the next few weeks: <https://www.linkedin.com/company/mutual-energy>

## How to apply

To apply for this position please submit your CV, either through NI Jobs, through the university portal where this job has been advertised or via email to [recruitment@mutual-energy.com](mailto:recruitment@mutual-energy.com), specifying which role(s) you are applying for.

## Deadline

Applications close on **Tuesday 18<sup>th</sup> March 2025**.

## Monitoring Form

Mutual Energy Limited monitors applications for employment in terms of community background, sex, disability and race. The use and confidentiality of Community Background information is protected by the Fair Employment and Treatment (Northern Ireland) Order 1998. It will be used only for monitoring, investigations or proceedings under the requirements of the above legislation.

## Eligibility Sift

After the closing date, the first stage in the selection process will be to conduct a sift against the eligibility criteria. Applicants who have not fully demonstrated on their CV how they meet the eligibility criteria will not be progressed to the next stage of the process.

Psychometric testing may be used to determine the candidates brought to interview, or as part of the interview process. Candidates will be informed in advance if this is the case.

In the event of a large number of applications, further sifting may also be undertaken on the desirable criteria to form a shortlist for interview.

## Preliminary stage

It is expected that the interviews will take place week commencing 24<sup>th</sup> March 2025.

## Final stage interviews (if required)

Shortlisted applicants may be required to attend a final stage interview (which may include a presentation).

## References

Applicants are required to provide details for two referees, at least one of which should be from someone familiar with your previous studies or employment. Referees will not be contacted until after the interview process.

## Security Clearance

The Mutual Energy assets provide an essential service for security of gas and electricity supplies. As such, the company conducts background screening of potential new employees. This process is guided by BS7858 which sets out recommendations for the security screening of individuals to be employed in an environment where the security and/or safety of people, services, personal data or property is essential.

## Medical Information

If we wish to offer you employment, you will need to undergo a pre-employment medical. If you are aware of a medical condition which you think could be affected by the nature of the job, please make us aware of this.

## Further information

Should you have any further queries about the recruitment and selection process, please contact [recruitment@mutual-energy.com](mailto:recruitment@mutual-energy.com).

MUTUAL ENERGY IS AN EQUAL OPPORTUNITIES' EMPLOYER.

ALL APPLICATIONS FOR EMPLOYMENT ARE CONSIDERED STRICTLY ON THE BASIS OF MERIT.