



Position Profile  
IT Manager



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Bute Energy Limited has built up a market-leading pipeline of Energy Park projects in Wales, constituting the largest onshore renewables development portfolio in the UK. The businesses' Energy Parks will combine the latest technology for onshore wind and solar generation to provide projects with some of the lowest Levelised Cost of Energy in the UK.

With an ambitious programme of deliverables for the year ahead, Bute is growing its existing team to drive the business through the next stages of consenting and delivery.

At Bute, our core values of courage, passion, community, and integrity are central to our mission to work towards a sustainable world, now and for future generations; and to deliver green energy generation and infrastructure that benefits local communities and society as a whole.

We are a business that truly has people at the heart of everything we do, and we work hard to ensure that our people are supported and encouraged to succeed. We are proud of our culture and values and strive to ensure that every one of our people have that "feeling of belonging" and can bring their whole selves to work. This is an exciting opportunity to join a high growth business and contribute to helping Wales reach its Net Zero targets.





<b>Job Title:</b>	IT Manager
<b>Location:</b>	Edinburgh
<b>Reports to:</b>	Finance Director

As the stand-alone IT professional within the organisation, you will be responsible for maintaining all systems, hardware and software applications, providing day-to-day support, advice and guidance across the business and delivering cyber security knowledge. This support will create a strong, progressive IT offering that promotes efficiency, security and development for Bute Energy.

The role offers an opportunity to lead, shape, and develop the IT function at Bute Energy. Reporting to the Finance Director, Phil Talbot, the IT Manager will support the organisation's IT function, providing expert advice and knowledge, directly supporting and effectively enabling the organisation to deliver on its ambitious growth plans.

## Main Responsibilities

- Develop and implement IT strategies and roadmaps, preparing business cases and make appropriate technology recommendations to senior stakeholders
- Liaise with IT support providers, reviewing agreements, contracts, and SLAs to best support Bute Energy's organisational goals
- Interface with Cybersecurity Advisors, overseeing information security and maintaining network and user security through hardware, software installations or through education and consulting
- Ongoing analysis of cyber threats, enforcing and maintaining agreed cybersecurity regimes, policies and external accreditations
- Monitor performance of information technology systems including regular audits, testing, troubleshooting and adjusting information systems, as appropriate, to operate effectively
- Identify and document all 3rd party software and ensure data is secure and regularly backed up
- Scope, source and Project Manage implementation of new software
- Ongoing analysis of business requirements, including the business's current and future needs, by partnering with key stakeholders across the organisation to develop solutions for IT needs
- Translate technical requirements into non-technical terms to ensure all stakeholders understand the role that technology plays in the organisation's development
- User support / procurement (as agreed with Support provider)
- Continuous improvement of IT security / efficiency / value for money
- User training & comms
- Monitoring & reporting of user activity
- Audit against compliance policies
- Management of IT budgets in partnership with senior stakeholders





The role is all encompassing, and it is not possible to outline every accountability. The appointed candidate must be prepared to work in a dynamic environment with a "can do" approach to any challenge presented.

## Key Accountabilities

- Ensure and oversee that all IT systems, equipment and software are fit for purpose, operating efficiently and effectively
- Develop and implement IT strategies, policies, and procedures that align with the overall business objectives
- Manage the IT budget and vendor relationships, ensuring that costs are controlled and that third-party service providers are delivering high-quality services
- Liaise with cybersecurity and risk management advisors, collaborating knowledge of industry-standard frameworks such as ISO27001 or NIST in line with Bute Energy's desired cyber strategy
- Effectively manage all IT compliance requirements
- Collaborate with other departments within Bute Energy to understand their technology needs and requirements and provide guidance and support to ensure that they are met
- Assess risks, develop network recovery strategies and backup processes
- Accurately interpret relevant information when solving systems issues and analysing requirements





The successful candidate will have a comprehensive understanding of IT management and expertise in how the IT function can support Bute Energy in continuing its growth and success. As such, this role will not be limited to the core function of IT and will include wider business functions – for example: working with 3<sup>rd</sup> party support suppliers, external data and cyber advisors, and any ad-hoc stakeholders fundamental in bettering firm performance, positioning and developing Bute Energy's IT strategy and function.

## Experience & Qualifications

- A previous track record of IT management within an organisation of similar size, culture and structure
- Proven experience, and ideally with broad experience gained in corporate, or energy / renewable energy related environments
- Experience of dealing with complex IT issues and applying existing extensive IT knowledge and support to lead and manage issues
- Delivering key strategic IT policies, procedures and audits in line with business goals and objectives
- Experience of providing user support and training of systems to internal stakeholders
- Experience overseeing daily IT operations

## Knowledge & Skills

- A dynamic, driven, and proactive professional who is attracted to a high growth environment that demands a pro-active approach
- A skilled individual who is proficient in developing and implementing IT strategies and roadmaps, including involvement in preparing business cases and experience managing budgets
- Organised and pragmatic with an ability to find solutions to challenging problems
- Ability to build strong, cooperative, and productive relationships, liaising with the wider team
- Someone who is passionate, determined and will take accountability
- Proven ability to maintain IT compliance policies and standards

## General

The above responsibilities are neither exclusive nor exhaustive and the incumbent may be called upon to carry out such other appropriate alternative or additional duties as may be required, which are within their capability and competence.



## Diversity and Inclusion

Bute Energy is an inclusive workplace and encourages different perspectives, thoughts, ideas and backgrounds to ensure a truly innovative and exciting place to work, where everyone can be themselves. As an equal opportunities' employer, Bute Energy is committed to the equal treatment of all current and prospective employees and does not condone discrimination based on age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join Bute Energy.





**Salary:** Attractive package commensurate with background and experience required for the role. For more information on remuneration please contact Tom Watson.



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## The Recruitment Process

The search and selection process of this assignment is being delivered by Tom Watson and reviewed by Sophie Randles at Livingston James Group.

Selected professionals will then be invited to interview with selected shareholders and stakeholders. There will be three stages to this process. If requested, psychometric assessment will be utilised through the process for which additional guidance will be provided.

All third-party applications, enquiries and direct approaches to Bute Energy will be referred to Livingston James Group.