



Role: Design Category Specialist

Area: AAI Asset Delivery

Sub-Area: Design Delivery

Location: Cork/Dublin

Salary: Competitive

Duration: 2-year Fixed Term **Ref:** GNI944

Gas Networks Ireland operates and maintains Ireland's €3bn, 14,725km national gas network, which is considered one of the safest and most modern renewables-ready gas networks in the world.

Almost 725,000 Irish homes and businesses trust Ireland's gas network to provide efficient and reliable energy to meet their heating, cooking, manufacturing and transport needs.

The gas network is the cornerstone of Ireland's energy system, securely supplying more than 30% of Ireland's total energy and over 40% of the country's electricity generation.

Gas Networks Ireland is aiming to deliver a repurposed, resized and fully decarbonised gas network by 2045. Its "Pathway to a Net Zero Carbon Network" envisions transforming the existing gas network into two separate systems carrying 100% renewable gas, one dedicated to biomethane and the other to green hydrogen, with the potential to carry approximately 30% biomethane and 70% green hydrogen, as well as offering significant long term energy export opportunities.

Gas Networks is an organisation with a very strong legacy and a culture founded on pride in our purpose, to keep Ireland's energy moving, and commitment to our vision, to be at the heart of Ireland's energy future. Our organisational values demonstrate what is important across the organisation including building on our experience across our organisation to build towards our sustainable future, doing what's right for each other and for the people and communities that we serve and finally energised for the change of our future towards a renewable energy landscape. Throughout your career in Gas Networks Ireland, you will be part of an organisation that has a strong commitment to supporting and developing our workforce today and into the future. You will also have an opportunity to get involved in our ambitious iBelong programme ensuring a diverse, equitable and inclusive environment for us all to thrive. Finally, our Time to Talk Mental Health programme and our wellbeing initiatives ensure we provide support across many areas as you work in our organisation.

Gas Networks Ireland is now seeking to appoint a Design Category Specialist.

The Role:

The Asset Delivery function within Gas Networks Ireland is responsible for the end to end planning, designing and delivery of GNI's portfolio of asset development programmes. The Asset Delivery function brings together all the technical and project support capabilities needed to take high-level projects and programmes from the Portfolio Office and translate these through from detailed design and project planning, to construction delivery and handover to Asset Operations.

Reporting to the Technical Assurance Lead, the Design Category Specialist will support engineers in gathering and coordinating technical content to feed into a procurement process to procure materials and services for capital and operational projects across the gas network. This will involve completing request for quotation documents, coordinating with wider Supply Chain teams to enable pricing and technical documents to issue to the market and support the evaluation process. The role will support enablement of contracts, material, or service framework agreements, following up queries on tax, legal or insurances with Supply Chain teams.

Duties and Responsibilities:

- Complete templates with technical or pricing information to support a procurement process for materials or engineering services.
- Coordinate supplier clarifications on behalf of engineering teams, track responses, record on central SharePoint system and ensure actions closed out in a timely manner.
- Coordinate pricing and technical documents with Supply Chain, follow up on technical queries with engineers, tax, insurance and legal departments.
- Record technical and pricing documents on SharePoint system against the relevant project codes.
- Develop a forward planning schedule based on input from engineers on future project material needs, track and keep updated as a live document.
- Coordinate and facilitate meetings with engineers to proactively identify long lead material items to be procured and collaborate with Supply Chain on the source to market process.
- Populate Supplier award and regret letters on behalf of engineering teams.
- Raise requests on behalf of engineers on an Oracle procurement system.
- Support preparation of governance papers for procurement of materials or engineering services.
- Support and coordinate material single source requests on behalf of technical teams, completing any necessary documents.
- Conduct spend analysis on materials or engineering service contracts, liaise with engineering teams for expenditure increase and coordinate with Supply Chain teams.
- Gather specifications to support tender request quotations and ensure consistency across the quotations.
- Support and coordinate papers for sub-EAC or EAC in relation to frameworks, contract extensions, new frameworks in relation to the non-technical element i.e. responsibility to

submit papers, (AG1, AG3, Phase 4 etc.) facilitate technical meetings as required to respond to Supply Chain or Legal queries on approval papers etc. Ability to be able to write and translate technical information into draft papers after conversing with a Designer.

- Develop and maintain material trackers, development of dashboards, so progress can be accessed at any time.
- Interface with Supply Chain to ensure competitions below threshold are aligned to governance approval limits.
- Conduct any research on material products on behalf of engineering teams i.e. reaching out to suppliers, information requests etc.
- Centralise material justification requests, liaise and coordinate with Supply Chain Tender Admin, create service requests as required etc.
- Other duties may be assigned from time to time.

Knowledge, Skills and Experience:

- Minimum of 5 years' experience in a similar role with previous experience, preferably in utilities sector.
 - Relevant qualifications or experience, an element of technical knowledge would be beneficial.
 - An understanding of material equipment sourcing process or contract management, procurement management would be advantageous.
 - Good coordination skills, ability to organise and get activities delivered, well-motivated and able to work on own initiative and within a team environment.
 - Working knowledge of SharePoint system would be advantageous.
 - Knowledge of developing and issuing tender documentation including PQQ/ITT, both under OJEU and independent of OJEU, and dealing with clarifications.
 - Experience using PowerPoint, Excel and Word, with ability to structure and develop presentations.
 - Excellent communication (both written and verbal) and interpersonal skills.
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Applications, including current Curriculum Vitae, should be emailed to the following address stating the job title and reference number in the subject line of your email: recruit@gasnetworks.ie

The closing date for receipt of applications for this vacancy is
20th of August 2025

Please note that applications submitted after this closing date will not be accepted.

Gas Networks Ireland is an equal opportunities employer

We are committed to providing a diverse and inclusive place of work and have a robust strategy and framework called ibelong to enable this. We are an equal opportunity employer and through our recruitment process we welcome and encourage applications from interested and suitably qualified individuals regardless of gender, age, racial or ethnic origin, membership of the traveller

community, religion or beliefs, family or civil status, sexual orientation/gender identity or disability.

GNI will only hold your data for as long as necessary. By providing a CV to GNI you are agreeing for GNI to process this information about you. If you have any question about how GNI processes your data please see our [Privacy Notice](#). If you have further questions, you can contact us at dataprotection@gasnetworks.ie