



**Role:** Delivery Enablement Specialist  
**Area:** Assets & Infrastructure  
**Sub-Area:** Portfolio Office  
**Location:** Cork/Dublin (Hybrid)  
**Salary:** Grade E (€51,596 - €77,394)  
**Duration:** Permanent **Ref:** GNI116

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Gas Networks Ireland operates and maintains Ireland's €3 billion, 14,758km national gas network, supplying reliable energy to more than 720,000 homes and businesses. The network delivers more than 30% of the country's total energy and 40% of its electricity generation.

We are dedicated to achieving net zero and advancing the energy transition through integrated planning and collaboration with the energy industry. To realise our vision and to be at the heart of Ireland's energy future, we are committed to transforming our network to achieve net zero carbon emissions onboarding biomethane and green hydrogen.

We have a proud legacy, and our values guide how we work every day - drawing on our experience, doing what's right for each other and our communities, and staying energised for the change ahead.

When you join Gas Networks Ireland, you become part of an organisation that invests in its people. We are committed to supporting your growth and wellbeing in a workplace where everyone can contribute and thrive.

The closing date for receipt of applications for this vacancy is the **17<sup>th</sup> of June 2026**, and applications submitted after this closing date will not be accepted.

### **The Role:**

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The Portfolio Office function within Gas Networks Ireland is responsible for providing strategic direction and oversight for the delivery of all capital and operational work within the organisation, enabling it to make key decisions that will optimise the overall delivery of GNI's portfolio of work. The portfolio office provides support and oversight in the areas of Investment Planning and Governance, Portfolio Management, Delivery Enablement, Land Management and Statutory Consents, and Commercial Management; whilst also acting as the gate keeper and critical interface between potential investment programmes and commercial opportunities; and the core departments responsible for the delivery, operation and maintenance of GNI's assets.

Reporting to the Delivery Enablement Manager, the Delivery Enablement Specialist will support the development, documentation, testing, and embedding of delivery processes across the project lifecycle. This role will work closely with project teams and stakeholders to ensure processes are practical, usable, and consistently applied in day-to-day delivery. The role is focused on translating defined process requirements into clear guidance, tools, and templates that support efficient capital delivery.

## **Duties and Responsibilities:**

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- Support the development and maintenance of delivery processes and procedures across all stages of the capital lifecycle.
- Produce clear and concise process maps, workflow diagrams, guidance notes, and supporting documentation.
- Maintain version control and ensure process documentation is accurate, up to date, and accessible.
- Support the testing of new and updated processes with delivery teams to ensure they are practical and fit for purpose.
- Assist with the rollout and embedding of processes across projects and programmes.
- Gather feedback from users and escalate improvement opportunities to the delivery Enablement Lead.
- Support training sessions, briefings, and workshops to help delivery teams understand and apply processes.
- Provide day-to-day guidance and support to delivery teams on capital process queries.
- Encourage consistent application of agreed processes and standards across teams.
- Utilising the Lessons Learned Process, capture lessons learned and user feedback to support continuous improvement of capital delivery processes.
- Assist in identifying inefficiencies, gaps, or inconsistencies in existing processes.
- Support updates to templates, tools, and guidance based on delivery experience and feedback.
- Work closely with Asset Delivery and Portfolio Office colleagues to understand delivery challenges and process needs.
- Build effective working relationships with internal stakeholders to support smooth adoption of capital processes.
- Support tracking and reporting on process updates, rollouts, and adoption.
- Assist in maintaining repositories of capital processes, templates, and guidance materials.
- Other duties as may be assigned from time to time.

## **Knowledge, Skills and Experience:**

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- Relevant third level degree and/or professional qualification.
- Minimum 3-5 years' relevant experience.
- Experience working in a capital project delivery or PMO environment, ideally within utilities or infrastructure.
- Practical understanding of capital project lifecycles and delivery activities.
- Experience producing process maps, procedures, templates, or guidance documentation.
- Strong attention to detail and a structured approach to documentation and version control.
- Good communication and stakeholder engagement skills, with confidence working directly with delivery teams.
- Proven ability to be an advocate for development and implementation of change helping to deliver process improvement, system improvements/efficiencies.
- You are comfortable with change and have a demonstrated ability to identify opportunities for improvements and efficiency.
- You will be a natural collaborator seeking out opportunities to share knowledge and improve results.

- You will have a clear communication style and will be able to influence others effectively.
- Proficient in common office and collaboration tools (e.g. document management, process mapping tools).

## Equal Opportunities Employer

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Gas Networks Ireland is an equal opportunities employer, committed to providing a diverse, inclusive, and supportive workplace. Through our ibelong framework, we work to ensure that everyone feels respected, valued, and able to contribute.

We welcome applications from all suitably experienced candidates, regardless of gender, age, racial or ethnic origin, membership of the Traveller community, religion or beliefs, family or civil status, sexual orientation or gender identity, or disability.

We also value diverse career journeys and warmly welcome candidates returning to the workforce or bringing non-linear experience, including transferable skills gained through life and professional pathways.

If you require any reasonable accommodations at any stage, please contact us at [recruit@gasnetworks.ie](mailto:recruit@gasnetworks.ie) and we will support you to ensure a positive and equitable candidate experience.

We offer hybrid working arrangements to help you balance work and life, and to support you in bringing your best to the organisation.

Gas Networks Ireland will only hold your data for as long as necessary. By providing a CV, you are agreeing for Gas Networks Ireland to process this information about you. If you have any queries about how Gas Networks Ireland processes your data, see our Privacy Notice or email [dataprotection@gasnetworks.ie](mailto:dataprotection@gasnetworks.ie)

