

BUSINESS CHANGE ANALYST / TRAINING FACILITATOR - 12 MONTH FTC

We're making a difference: Together, we can ensure that there is enough water for everyone, now and in the future.

We have an exciting opportunity to join the Universal Metering Programme Team as a Business Change/Training Analyst.

As a Business Change/Training Facilitator, you will play a crucial role in supporting the successful implementation of change interventions on large-scale Transformation Programmes. Your primary responsibilities will include conducting Training Needs analysis, building Training Modules and Delivering training to the business, you will also aid in the completion of Change Impact assessments and Readiness plans to ensure a smooth transition of changes to the Business. You will work closely with various stakeholders to identify potential risks, assess the impacts of changes and training while supporting the Business Change Lead to maximise change adoption. This role requires strong analytical skills, effective communication, and a proactive approach to change management.

What will you be doing?

Key Responsibilities

- Conduct interviews and workshops with stakeholders to gather and analyse information on future processes and identify potential impacts/training needs
- Create training needs documents
- Create / update training material
- Deliver training to the business

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320,000

Properties supplied with water



170 Million

Litres of drinking water per day



21

Natural water sources



Excellence | Integrity | Future Focus

£37,561 – £41,565

GRADE 6

+ Non-contractual bonus related to company performance of up to 6% of basic salary

Hours:

Full-time | 38 hours a week | 12 Month FTC

Holiday:

25 days, plus bank holidays

Pension:

A generous pension scheme in which Portsmouth Water will contribute up to 15%

Life assurance:

The life assurance scheme provides a death in service lump sum benefit of 4 times pensionable salary

Employee Assistance Programme:

Provided by Bupa

Volunteering:

You'll have the chance to participate in Portsmouth Water volunteering days.

CONTINUED

CLOSING DATE: 19TH JULY 2024

- Assist in the creation of detailed change impact assessments (CIA's) to detail impacts on people, processes and technology
- Collaborate with cross-functional teams to develop effective readiness plans and training
- Hold regular readiness planning review sessions with impacted business owners
- Provide guidance and support to project teams and stakeholders throughout the change process and training. Participate in post-implementation reviews and identify areas for improvement
- Co-develop the PW change management toolkit



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What do you need?

Skills & Qualifications

- Proven experience in Business Change processes and training, with a track record of successful process delivery.
- Strong leadership skills, with the ability to support and motivate cross-functional teams.
- Excellent communication skills, both verbal and written.
- Proficient in presentation and facilitation, with the ability to convey complex information clearly and effectively.
- Skilled in facilitating workshops and data gathering, with the ability to document and track data.
- Experience in the Utility industry is desirable
- Experience in Smart Meter projects is desirable
- APMG Change Management qualification is desirable

What can Portsmouth Water offer you?



Pension Scheme



Flexible Working Opportunities



Professional Development



Employee Assistance Program



Life Assurance



Annual Salary Review



Holiday Entitlement

Excellence in water. Always.
Committed to a sustainable future together

Apply Today

If you have the skills and experience to excel as our Business Change Analyst – Training Facilitator, apply today at jobs@portsmouthwater.co.uk

We recognise people want to work in a variety of different ways, this means we are happy to consider flexible working arrangements. Please talk to us at the interview about the flexibility you may want.

We support equality, diversity and inclusion and encourage applications from all sections of society. The Company has a responsibility to ensure that all employees are eligible to work and live in the UK.

Due to the high volume of applications received we are unable to respond to unsuccessful candidates. If your application is of interest to us, we will normally contact you within 2 weeks of receiving your application.

Apply Now