



# **BUUK Infrastructure**

## **Regulation Apprenticeship**

BUUK Infrastructure Group of companies design, construct, own and operate utility infrastructure networks throughout England, Wales, and Scotland. These networks are almost exclusively installed on new-build housing, mixed-use and commercial developments. We provide traditional and next-generation utility infrastructure solutions in -

**Electricity**   **Water**   **Wastewater**   **Fibre**   **Heat**   **Gas**

## Our Mission, Vision & Core Values

Our Core Values are BUUK’s guiding principles for the behaviours we expect our employees to perform in their work and conduct themselves.



## The Mission

To earn customer loyalty and drive business growth by providing consistently excellent service



## The Vision

Be the leading utility partner to accelerate the UK towards net zero for all our customers



### BE CUSTOMER FOCUSED

- ✓ We listen to our customers and act on what they tell us
- ✓ We innovate to take problems and effort away from our customers much better than our competitors
- ✓ Our decisions are based upon what is right for the customers in front of us



### BE ENVIRONMENTALLY ACCOUNTABLE

- ✓ We respect the environment when making decisions
- ✓ We choose to be responsible
- ✓ We understand that caring for others requires us to care for the environment



### BE SAFE, BE WELL

- ✓ We demonstrate care by looking after ourselves and those around us
- ✓ We keep ourselves safe and well every day
- ✓ We voice concerns, and apply learning



### BE TRUSTED

- ✓ We keep our promises
- ✓ We do the right thing, not just the easy thing
- ✓ We are honest, decent, respectful and balanced

We are delighted to announce that BUUK Infrastructure has been recognised by its employees and Great Place to Work® as one of the Best Workplaces™ since 2018.



BUUK are heavily involved in the UK transition to smart grids and zero carbon solutions. As we own all the site utility networks, we are ideally placed to implement these smart solutions. Our customers include national and regional house builders, developers, landowners, and contractors. Our diverse businesses also have interests in several utility-related retail businesses, providing telephony and data, water, wastewater, and heat-energy services, directly to end consumers connected to our networks.

The apprenticeship is based at our head office located in Woolpit, Suffolk. Out of over 2000 employees across the UK, our head office accommodates over 500 staff and offers free car parking and a subsidised staff restaurant on site.

## **Scheme Overview**

### **What is it?**

- The BUUK Regulation Apprenticeship scheme is a perfect opportunity for hard working, talented individuals who are aiming to complete, or completed level 3 education (A-Levels, BTEC Nationals, or equivalent) and are looking towards their first or next step of their career and want to focus on working whilst studying.
- At BUUK, we offer a 3-year Regulation Apprenticeship programme for those who want to focus on working in our corporate centre whilst studying for a degree. We will give you a taster of life in key corporate business support function. You'll experience working with a varied subsidiary companies in our group. You will have the opportunity to develop working understanding of several disciplines from project management, strategic change, compliance, and audit as well as financial analysis, helping you find the future career path which is right for you.
- Whilst developing your skills on the job we offer a BA (Hons) Chartered Manager degree through an external provider. You'll be given time each week to study remotely and time to put your learning into practice 'on the job'.

### **Your First Month**

- Starting the Regulation Apprenticeship scheme with BUUK, you will become part of a Great Place to Work! You will be given a mentor through the 3-year programme as you try out several different roles. They will be your constant support and your guide.
- From day one you will be provided with a company laptop and accessories, and we'll help you find your way around email, making voice and video calls and whatever else you need to help you fly.
- You'll tour the Regulation Department and wider business at our Suffolk based HQ in Woolpit and get to know the people and teams you'll be working with over your apprenticeship.

- You won't be the only one! There are existing apprentices already working with us and we have developed a support network from the get-go to help apprentices transition into working life.
- In your first month you'll be given an introductory accelerated learning of the various disciplines within the programme. Shadowing others in the role, you'll spend some time in each of areas below:
  - Public Affairs
  - Internal Audit
  - Pricing
  - How policy, regulation, and governance changes
  - An overview of regulation in:
    - Heat network provision
    - Electricity networks
    - Gas networks
    - Water and wastewater supply
    - Fibre network communication



## Role Rotation

For the three years, there will be a job rotation around the six areas below. Each role will take roughly 6 months to complete and will provide apprentices with a foundation level of experience, enabling specialism selection after year 3 of the programme. The job rotation is aimed to complement the degree modules and help apprentices apply what they are learning on the degree course with their work.

	Role (6 months each)	Detail
<b>Year One</b>	Energy Market	<ul style="list-style-type: none"> <li>• Industry codes</li> <li>• Major industry projects</li> </ul>
	Public Affairs	<ul style="list-style-type: none"> <li>• Government engagement</li> <li>• Policy consultation response</li> </ul>
<b>Year Two</b>	Network Charging	<ul style="list-style-type: none"> <li>• Water tariff setting</li> <li>• Electricity network charging statements</li> </ul>
	Water Market	<ul style="list-style-type: none"> <li>• Retail consumer regulation</li> <li>• NAV market application</li> </ul>
<b>Year Three</b>	Compliance and Internal Audit	<ul style="list-style-type: none"> <li>• Internal audits</li> <li>• Compliance risk reporting</li> </ul>
	Heat Market	<ul style="list-style-type: none"> <li>• Regulatory reporting</li> <li>• Implementing new regulatory change</li> </ul>

## Completion of the scheme/Future Opportunities

The apprenticeship programme spans over 3 years.

When the programme has been completed you will no longer be an apprentice but a fully-fledged member of the team, in your chosen area with good progression opportunities.

## Degree Options

As a part of our apprenticeship scheme BUUK offer a 3-year BA (Hons) Chartered Manager Degree Apprenticeship (CMDA) at Anglia Ruskin University.

- Professional accreditation – receive an industry-recognised CMI professional qualification.
- Study while you work, with no tuition fees.
- Work-based approach allows you to deliver impact in the workplace as you learn.



You'll spend time out of work with tutor supported study covering a variety of modules which you will then put into practice at BUUK, working with your mentor and rotational manager. This will cement your understanding in a pragmatic and applicable way.

You will build a portfolio, recording evidence of the application of your knowledge, as well as skills and behaviours you've learnt on the way. It's also important to record feedback from managers, peers, and customers.



## Degree Breakdown (subject to change depending on the provider)

	Trimester 1	Trimester 2	Trimester 3
Year 1	<p><b>Understanding work-based learning and your sector</b></p> <p>Level 4, 30 credits, 2 days face-to-face delivery</p>	<p><b>Managing a sustainable business</b></p> <p>Level 4, 30 credits, 4 days face-face-face delivery</p> <p><b>Work based practice 1.</b></p> <p>Level 4, 15 credits, 1-day face-to-face delivery</p>	<p><b>Managing people, customers, and markets</b></p> <p>Level 4, 30 credits, 3 days face-to-face-delivery</p> <p><b>Work based practice 2.</b></p> <p>Level 4, 15 credits, 2 days face-to-face delivery</p>
Year 2	<p><b>Managing projects and organisational change</b></p> <p>Level 5, 30 credits, 2 days face-to-face delivery</p>	<p><b>Financial management &amp; financial forecasting</b></p> <p>Level 5, 15 credits, 1-day face-to-face delivery</p> <p><b>Work based project 1.</b></p> <p>Level 5, 15 credits, 1-day face-to-face delivery</p>	<p><b>Leadership in practice</b></p> <p>Level 5, 30 credits, 3 days face -to-face delivery</p> <p><b>Work based project 2.</b></p> <p>Level 5, 15 credits, 2 days face-to-face delivery</p>
Year 3	<p><b>Strategic Management</b></p> <p>Level 6, 30 credits, 2 days face-to-face delivery</p> <p><b>Work based major project.</b></p> <p>Level 6, 15 credits, 2 days face-to-face delivery</p>	<p><b>Work based major project.</b></p> <p>Level 6, 30 credits, 2 days face-to-face delivery</p>	<p><b>Work based major project: impact and review.</b></p> <p>Level 6, 30 credits, 3 days face-to-face delivery</p> <p><b>Reflections on practice and career progression.</b></p> <p>Level 6, 15 credits, 2 days face-to-face delivery</p>

## Success Stories



Joining the regulations department at BUUK has opened my eyes to not only regulations, but the wider utilities industry and further. Since starting straight from university, I have been fully embraced by the team and supported with my tasks. This team offers a great opportunity to learn and embrace a fast-paced industry.

Eleanor - Regulatory Analyst

## Other information

- Start date – September 2024
- BUUK website – [www.bu-uk.co.uk](http://www.bu-uk.co.uk)

To apply please visit <https://buuk.current-vacancies.com/> and search for the role. Here you can view the job description and upload your CV.

If you have any questions on this great opportunity, please contact Lexy Bishop (Internal Recruiter – Early Careers) on 01359 308 260 / [recruitment@bu-uk.co.uk](mailto:recruitment@bu-uk.co.uk).

**Good luck with your application!**