

Job Description

JOB TITLE:	Operations and Maintenance Scheduler (Onshore Wind)
REPORTING TO:	Operations Director
LOCATION:	Perth, Scotland

The Role:

Realise Energy Services is seeking an experienced Operations and Maintenance Scheduler to join our team.

In this role, you'll be part of our Central Operations Planning team, managing schedules for our wind turbine maintenance services. You'll raise work orders through various systems and use our scheduling software to assign engineers efficiently, adhering to agreed Service Level Agreements (SLAs) and Key Performance Indicators (KPIs).

Your responsibilities will include:

- Develop and manage comprehensive maintenance schedules for wind turbines across multiple sites;
- Coordinate with wind turbine service technicians, engineers and other team members to plan and schedule routine maintenance, unscheduled repairs and inspections, allocating skilled engineers to jobs based on their expertise, location and availability along with the parts requirements for each job;
- Prioritise tasks according to urgency and contractual obligations, optimising scheduling to minimise turbine downtime and maximise operational efficiencies while coordinating between field engineers and client sites;
- Monitor and track maintenance activities, ensuring timely completion of tasks;
- Analyse maintenance data and performance metrics to identify trends and improve scheduling efficiency delivering cost savings and performance improvements across the fleet;
- Collaborate with managers, senior technicians and other members of the operations teams to align maintenance schedules with overall site operations;
- Respond to emergency maintenance requests and adjust schedules accordingly to prioritise commercial or contractual obligations while maintaining operational and financial efficiency;
- Maintain accurate records of all scheduling activities and generate reports as needed;

We're looking for a proactive and solution-orientated individual capable of handling diverse scenarios. This could range from emergency responses to power outages requiring an engineer within 2 hours, to scheduled maintenance work with a 720-hour window or critical contractual work with strict KPIs.

The ideal candidate will possess:

- Extensive experience in workforce scheduling, particularly in the renewable energy sector with a proven ability to prioritise the commercial, operational and financial requirements of the company and its customers;
- Strong understanding of SLAs and KPIs in the context of wind turbine maintenance;
- Knowledge of safety regulations and procedures in the wind energy industry;

- Experience with computerised maintenance management systems (CMMS);
- Excellent administrative and time management skills;
- Ability to work independently with an adaptability to changing conditions and ability to make quick decisions under pressure;
- Resilience and confidence in dealing with colleagues, contractors and clients;
- Aptitude for continuous improvement and process optimisation;

Benefits:

- An attractive remuneration package.
- 30 days holiday rising annually to 35 days after 5 years
- Company Pension Scheme
- Company sick pay and other benefits

You should be comfortable working in a fast-paced environment and able to adapt quickly to changing priorities. Your role will be crucial in ensuring our wind turbine maintenance services are delivered efficiently and effectively, contributing to the smooth operation of our clients' renewable energy assets.

If you're passionate about renewable energy and have a talent for coordinating complex schedules, we'd love to hear from you. Please email a covering letter and your CV to HR@realise-energy.co.uk

Join Realise Energy Services and play a vital role in maintaining the infrastructure that powers our sustainable future.