



Title: O&M and Business Development Engineering Support Specialist

Sector: Renewable Energy

Location: Sandton, Johannesburg

Work Structure: Hybrid (3 days Sandton office, 2 days work-from-home)

Office Hours: 09h00 – 16h00 (Designed to beat the Sandton traffic)

About the Role:

Are you a seasoned engineering professional looking to channel your technical background into a stable, meaningful support role?

We are seeking a dependable individual with an engineering background (preferably electrical) to bring structural stability and technical insight to our growing team in Sandton.

In this role, you will bridge the gap between technical operations and administrative execution.

Your primary focus will be managing contractor interfaces for Operations & Maintenance (O&M) activities, preparing performance insights, and assisting with our business development pipelines.

We value your decades of industry knowledge, practical logic, and contract-management skills over recent certifications.

Key Responsibilities:

- Act as the primary point of contact and manage interfaces with external O&M contractors and service providers.
- Prepare regular O&M-related performance reports, tracking system efficiencies, downtime, and contractor output.
- Oversee and coordinate contractor schedules, track service level agreements (SLAs), and review technical compliance documentation.
- Review and interpret electrical/technical requirements for business development proposals, tenders, and client bids.
- Support the procurement process by verifying the technical and compliance capabilities of third-party vendors.

What We Look For:

- A solid background in engineering (NDip, BTech, or BSc in Electrical Engineering is highly preferred).
- Extensive experience in managing contractor relationships, technical administration, or project support.
- Proven ability to collate technical data and draft clear, structured operational performance reports.
- Deep understanding of electrical single-line diagrams, technical specifications, and engineering compliance standards.
- Comfort using basic office software (training on our specific solar/renewable tools will be fully provided).

What We Offer:

- Meaningful work helping build South Africa's sustainable green energy infrastructure.
- A balanced hybrid routine (3 days in our secure Sandton office, 2 days working from home).
- Senior-friendly core hours (09h00 to 16h00) to ensure a stress-free commute outside of peak traffic.
- Safe, secure, and easily accessible parking at our Sandton premises.
- Support for your home-office IT setup, including a laptop and connectivity tools.

Email CV: info@nrgeneration.com