



## DEPARTMENT DESCRIPTION

### Commercial

The Commercial Department is responsible for the management of all external spend made by the site which equates to approximately £57M per year.

They procure goods, services and people for the site and provide assurance to the Nuclear Decommissioning Authority that the award of subcontracts is both transparent, open and made on a competitive basis.

Also, they produce sub-contract strategies that support a wide range of interests from the safe and secure operation of the site to maintaining a sustainable supply chain that is also responsible to the community and environment in which it operates.

### Chemistry

The Chemistry Department is responsible for chemical safety and the monitoring and control of chemical parameters and systems in order to ensure the longevity and integrity of key plant areas including reactor, boiler and turbine components.

This requires the analysis of many water samples and analytical techniques to monitor reactor gas chemistry. The role of chemistry falls within the Health Physics and Chemistry Section.

A placement within the chemistry laboratory will include laboratory bench work and the testing of water samples for specific chemicals. Also sample collection and field tests will be carried out at various plant areas. Students will need to be able to use their chemistry and mathematical skills to complete analysis methods and report their results.

### Communications

This department manages the reputation of the business and the customer. Many different channels of communication are used to promote the business, such as the Magnox North website and many more. Also, when needed, the team will deal with any media requests.

### Waste & Decommissioning

#### Waste

Looks after the management of both radioactive and normal operational wastes on a day-to-day basis. They produce a plan for the treatment and disposal of the large quantities of waste arising during the decommissioning phase.

#### Decommissioning

This portion of the team identifies all the work required after the defuelling phase to put the plant into safe storage (known as Safestore) until final site clearance.



## Information and Communications Technology

The IT department provides user and system support to Wylfa Site, covering issues ranging from resetting passwords to managing, designing and building the IT infrastructure. A successful candidate can expect to be involved with all facets of first line support which would include (but not be restricted to):

- Taking calls from users and logging their requirements
- Installing and configuring Windows onto Desktops PCs
- Delivering and setting up PCs to a users requirements
- Management and maintenance of websites
- Setting up printers and other peripherals

## Engineering Group

The Engineering Support Group has three distinct groups:

**The Station Drawing Office**, where we control and manage the site's suite of drawings, technical specifications and schedules, the main purpose is to create and modify technical drawings using a Computer Aided Design software package.

**Plant Health Systems** with Technical Clerical support for the organisational aspects of the Engineering department.

**Administration** and Control of the Engineering department's Business Detail Volume of work to scope (what we do), schedule (when we do it) and cost (what it costs in resource & external spends).

## Finance

The Finance Department are primarily involved with financial governance and cost control across site. The department is staffed by a skilled team of management accountants, accounting technicians and contract administrators.

The team are responsible for ensuring that the actual costs are recorded correctly for the site (checking labour bookings, and ensuring contract costs are recorded accurately) and for managing the site forecasting process (to give an incised profile of future spend)

## Maintenance

Maintenance is split into 3 main areas - Fuel Route, Conventional and Support.

Both Conventional and Fuel Route are responsible for maintenance of all plant across the site. Within each area, there are different types of maintenance. These are Maintenance Schedule, Environmental Maintenance Schedule, Statutory Routines or Normal Routines and breakdown maintenance work that involve fixing plant that has broken down.

The support group is responsible for areas such as compliance (with the above statutory

requirements), management of nuclear flasks, management of nuclear fuel records, and preparation for decommissioning



## Project Delivery Organisation

The Project Delivery Organisation carryout plant enhancements, construction or demolition work, that is required in order to maintain the plants capability to generate electricity or to prepare the site for defuelling and decommissioning.

The department consists of Project Managers, Engineers and Implementation Leads who identify what is to be done and how. They then implement the modifications. The kind of work involved includes large civil projects, down to replacement of instruments.