



Flogas Ireland Ltd



#JOB-2421052



Two, the Grn, Dublin Airport C, Dublin Airport,
Swords, Co. Dublin, K67 E2H3



No of positions : 1



Paid Position



37.5 hours per week



30000.00-34000.00 Euro Annually



09/12/2025



06/01/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : careers@flogas.ie



Open your camera
app & point here
to view this ad
online



Operations Executive

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

About the role:

We are seeking a proactive and detail-oriented Operations Executive to join our team at Flogas Energy. In this key role, you will manage the end-to-end onboarding process for new energy customers, ensuring seamless integration into our services. Working closely with network operators, internal teams, and customers, you will play a vital part in maintaining operational efficiency, regulatory compliance, and exceptional customer service standards.

Key Responsibilities:

Oversee the end-to-end onboarding process for new energy customers, ensuring a smooth transition into Flogas services.

Coordinate customer switches with relevant gas and electricity networks, ensuring accuracy and timely completion.

Ensure all processes adhere to regulatory and operational standards, always maintaining compliance.

Act as the primary liaison between Flogas Energy and gas/electricity network and system operators.

Conduct daily trade checks to ensure data integrity and operational accuracy.

Resolve customer queries and operational issues promptly, ensuring a high level of customer satisfaction.

Track and escalate network-related delays or service disruptions, ensuring timely resolution.

Prepare and deliver customer commentary reports and bespoke invoice reports for industrial, commercial, and multi-site customers.

Ensure data accuracy and relevance in all reporting outputs, maintaining high standards of quality.

Assist in billing checks to support the accuracy of customer invoices.

Collaborate closely with Billing, Sales, Renewables, and Trading teams to identify opportunities for improving operational processes and efficiency.

Candidate Profile:

The ideal candidate will have a 3rd level degree in a discipline with a high level of numerical, analytical and/ or financial content or equivalent. This person should have a sound knowledge of MS packages, preferably with advanced MS Excel skills and be comfortable using IT packages and software applications. They should have demonstrable experience in data modelling and data analysis trends and anomalies. This person should be comfortable working in a fast-paced, busy environment, working towards individual and team SLA's. This role will require someone with excellent communication skills, with the ability to show empathy and compassion to customers as needed. They should be able to multi-task, while maintaining excellent attention to detail and accuracy in their work. Proficient IT skills will also be essential for this role.

- This vacancy is suitable for Remote/Blended working
- **Sector:** electricity, gas, steam and air conditioning supply

Career Level

- Experienced [Non-Managerial]