

Job Description: Mechanic

Function:	Garage
Position:	Mechanic
Job holder:	Vacant
Date (in job since):	
Immediate manager (N+1 Job title and name):	Garage Supervisor
Additional reporting line to:	Technical Services Manager
Position location:	Scatsta Garage

1. Purpose of the Job

To provide high-quality maintenance, repair, and servicing for heavy goods vehicles (HGVs), light vehicles, and plant machinery, ensuring that all equipment operates safely and efficiently in compliance with health and safety regulations and industry standards.

2. Main assignments

- **Heavy Goods Vehicle Maintenance and Repair:** Perform routine maintenance, repairs, and diagnostics on HGVs such as cranes, gulley suckers, fire engines, gritters, focusing on engine, transmission, braking, suspension, hydraulic, and electrical systems.
- **Light Vehicle Maintenance:** Conduct services and repairs for light vehicles, including oil changes, brake checks, tire rotations, and general repairs.
- **Plant Equipment Maintenance:** Inspect, service, and repair various plant machinery, including forklifts and Mobile Elevating Work Platforms (MEWPs).
- **Diagnosing Mechanical and Electrical Faults:** Use diagnostic tools and software to identify and troubleshoot mechanical and electrical faults on HGVs, light vehicles, and plant machinery.
- **Pre-MOT Inspections and Repairs:** Prepare HGVs and light vehicles for MOT tests, ensuring compliance with safety and legal standards.
- **Workshop Operations:** Operate and maintain workshop machinery and tools in accordance with company guidelines.
- **Health and Safety Compliance:** Adhere to all health and safety regulations and ensure repairs and maintenance are carried out in a safe manner. Maintain accurate documentation to comply with legislation.
- **Communication:** Communicate effectively with line managers, colleagues, and clients to report issues, suggest repair options, and maintain excellent service standards.
- **Documentation:** Complete and maintain service logs, repair records, and pre-planned maintenance documentation to ensure accurate record-keeping.
- **On-Call Duties:** Participate in the on-call rota, which includes one week of availability every four weeks.

3. Context and main issues

- Adherence to strict health and safety regulations in workshop environments.
- Managing unexpected breakdowns and repairs under time constraints.
- Keeping up to date with evolving diagnostic tools and techniques for modern vehicles and plant equipment.
- Ensuring compliance with all regulatory requirements for MOT standards and safety inspections.

4. Accountabilities

- Ensure timely and efficient repairs and maintenance of all vehicles and equipment.
- Maintain compliance with safety standards and regulatory requirements.
- Keep accurate and up-to-date service and repair records.
- Provide excellent service and communication with clients and team members.

5. Dimensions

- Maximo - Completion of Pre Planned Maintenance Work Orders
- Maximo - Completion of Reactive Maintenance Work Orders
- Number of HGVs serviced per month: [To be filled]
- Number of light vehicles serviced per month: [To be filled]
- Types and number of plant machinery serviced per month: [To be filled]

6. Job profile

Qualifications:

- NVQ Level 3 (or equivalent) in Heavy Vehicle Maintenance and Repair.
- Experience in HGVs and Plant Maintenance: A minimum of 3 years of experience working with HGVs and maintaining light vehicles & plant equipment in a professional setting.
- Full UK Driving License.

Skills:

- Strong mechanical and electrical diagnostic skills.
- Excellent communication and teamwork abilities.
- Proficiency in using diagnostic software and tools.
- Ability to work under pressure and manage time effectively.

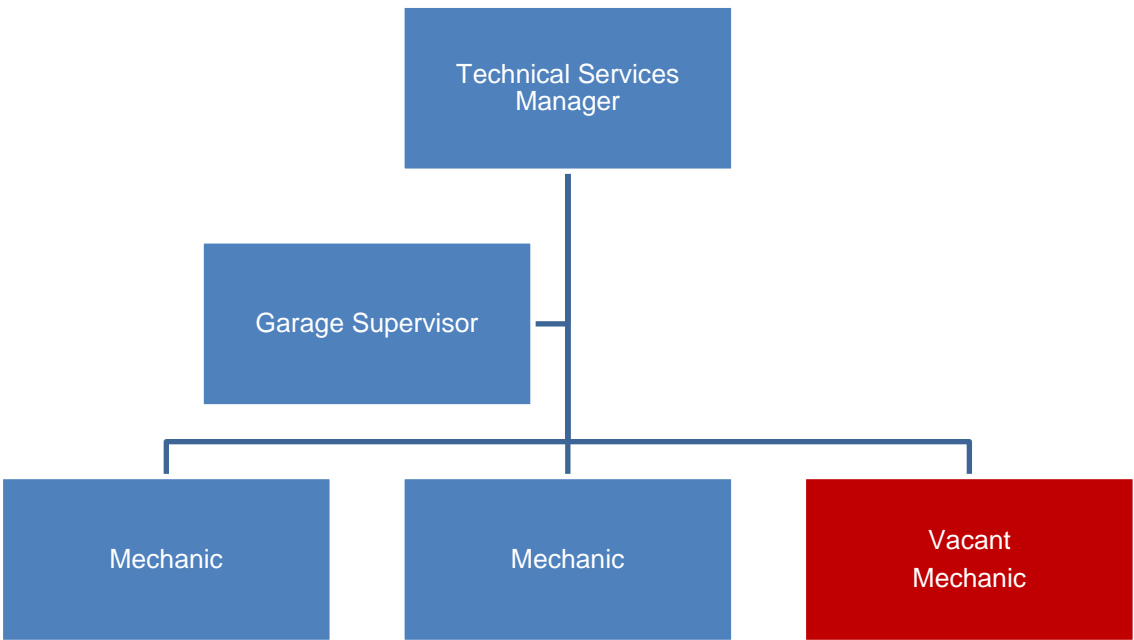
Competencies:

- Attention to detail.
- Problem-solving mindset.
- Commitment to health and safety standards.

Desirable:

- HGV Class 1 or Class 2 Driving License: This is advantageous for moving and test-driving heavy vehicles.
- Certification in MOT testing.
- MOT Tester Certification (Class 4, 5, and 7): This is a valuable asset for performing pre-MOT checks and tests.
- Knowledge of Electric and Hybrid Vehicle Systems: Understanding the evolving technology in electric and hybrid vehicles is a plus as these vehicle types become more common.

7. Organization chart



Levels

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Received:

Date:

Date:

Job holder

Immediate Manager