

Job Description:   
[Mechanical Authorising Engineers]

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| Function: | | | | Professional services | | | | | | | | |
| Job: | | | | ENGINEERING MANAGER - B - INTERMEDIATE MANAGEMENT | | | | | | | | |
| Position: | | | | Mechanical Authorising Engineers – Subject Matter Experts (SMEs) | | | | | | | | |
| Job holder: | | | | New Role | | | | | | | | |
| Date (in job since): | | | | N/A | | | | | | | | |
| Immediate manager  (N+1 Job title and name): | | | | Lead Consultant Engineer – Chris Rees | | | | | | | | |
| Additional reporting line to: | | | | Principle Consultant Engineer - Gordon Hunter | | | | | | | | |
| Position location: | | | | Home Based | | | | | | | | |
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| 1. Purpose of the Job – State concisely the aim of the job. | | | | | | | | | | | | |
| This is a fantastic opportunity to further your facilities management career. Sodexo require experienced Mechanical Engineers to oversee, administer the delivery and implement Mechanical Safe Systems at Work, examples being MOD, HTMs and Commercial Systems. | | | | | | | | | | | | |
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| 2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department. | | | | | | | | | | | | |
| Revenue FY13: | €n/a | | EBIT growth: | | n/a | Growth type: | n/a | Outsourcing rate: | n/a | Region Workforce | n/a | |
| EBIT margin: | | n/a |
| Net income growth: | | n/a | Outsourcing growth rate: | n/a | HR in Region | n/a | |
| Cash conversion: | | n/a |
| Characteristics | | * Add point | | | | | | | | | | |

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| 3. Organisation chart – Indicate schematically the position of the job within the organisation. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated. |
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| **4. Context and main issues** – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to. |
| * Implementation, Administration, Auditing and Monitoring Safe systems of Work associated with Statutory Mechanical Regulations * Act as Mechanical Subject Matter Expert with respect Mechanical Systems for Internal and External Clients * Support and mentor Authorised Persons with the Practical Implementation of Statutory Mechanical Regulations * Audit Safe Systems of work to ensure HSE and Industry Best Practice are being maintained * Undertake investigations with respect near misses and accidents, liaising with enforcing authorities |

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| 5. Main assignments – Indicate the main activities / duties to be conducted in the job. |
| * The day to day management of the maintenance and operation of the Technical Services Mechanical engineering on site; * Implementing and Managing Maintenance policies for the Technical Services Department; * Implement, administer audit and audit safe systems at work; * To formulate, develop and implement systems that will ensure plant is maintained and operated to its optimum efficiency; * Provide technical and professional support in order to develop a “team” approach; * Undertake regular client meetings; * Ensure the highest levels of Health and Safety are achieved across the site. |

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| 6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities. |
| * Promote Health and Safety * Promote Sodexo capabilities both internally and externally * Ensure Statutory, mandatory and contractual compliance. |

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| 7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively |
| * Technical background with respect to mechanical engineering * Degree, HND or HNC in a technical or engineering field or similar qualification * Experience in actually issuing safe system at work * Chartered Engineering or Incorporated Engineering registration or working towards accreditation. * Excellent communication skills both written and verbal, with ability to work with very senior client figures * NEBOSH or similar H&S qualification * An appreciation of Risk Assessment techniques as applied to technical services activity |

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| 8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires |
| |  |  | | --- | --- | | * Growth, Client & Customer Satisfaction / Quality of Services provided |  | | Leadership & People Management |  | | * Brand Notoriety |  | | * Commercial Awareness |  | | * Employee Engagement |  | | * Learning & Development |  | |

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| 9. Management Approval – To be completed by document owner |
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