**EXPERTISE**

Job description

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| Function: | Operations |
| Position: | MOBILE M&E Engineer (Electrical Bias) |
| Job holder: | Technical Team Support Manager |
| Date (in job since): |  |
| Immediate manager  (N+1 Job title and name): | Area Supervisor |
| Additional reporting line to: | Technical Team Support Manager |
| Position location: | Scotland |

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| 2. Organisation Chart |
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| **3. Context and main issues** |
| Self motivated and able to work independently as well as working as a part of a Mobile M&E team ensuring all PPM and reactive maintenance are completed on time and in line with the contract SLA’s.  To be included in the call out rota for emergency call outs, currently 1 in 4. |

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| 1. Purpose of the Job |
| Working throughout the central belt of Scotland (Edinburgh, Glasgow, Pitlochry, Fife) with occasional travel to Islay (2 visits P/A), the mobile M&E Engineer will be responsible for Planned Preventative & Reactive Maintenance, minor installation works, testing and fault finding on electrical systems. Other general facility maintenance tasks as required.  Adhering to all statutory and H&S protocols at all times |

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| 4. Main assignments – Indicate the main activities / duties to be conducted in the job. |
| * Undertaking Preventative Planned Maintenance (PPM) tasks * Emergency Lighting, RCD Testing, Microwave Testing, and all other electrical maintenance tasks * First line response to any associated work orders * Installation of plant and equipment * Repair/ replace lighting sockets, switches, and other associated electrical equipment * Assisting and working with other team members as required: Assisting AC engineer in installs/ repairs * Monday to Friday, 40 hours per week between 7am and 6pm * Part of on call rota – one week in four * Any other duties as required out with your core skillset:   IE putting up shelves, notice boards, Minor Joinery/ Plumbing works, unblocking toilets/ drains, smoke vent testing, etc   |  | | --- | |  | |

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| 5. Accountabilities | |
| * Customer satisfaction * Team spirit * Compliance & Quality of work * Innovations * Service delivery * No complaints * Job satisfaction |

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| 6. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively |
| ***Essential***   * Time served Electrician, with recognised City & Guilds or NVQ qualifications. * 18th Edition Electrical Certificate * A strong working knowledge of electrical systems and their maintenance requirements * Experience of Hard Services Planned Preventative Maintenance (PPM) and reactive works * Must be able to work at height * A good working knowledge of Health and Safety * Ability to handle tools correctly and safely * Good computer skills (MS Office, PDA’s, Tablets, etc) * Excellent communication and customer service skills * Full clean driving license   ***Desirable***   * PASMA/ IPAF trained * Fgas training/ certification * Experience of Risk Assessments and Permit to work controls |
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| 7. Competencies |
| |  | | --- | | * Growth, Client & Customer Satisfaction / Quality of Services provided | | * Brand Notoriety | | Innovation and Change | | * Employee Engagement | | * Learning & Development | |