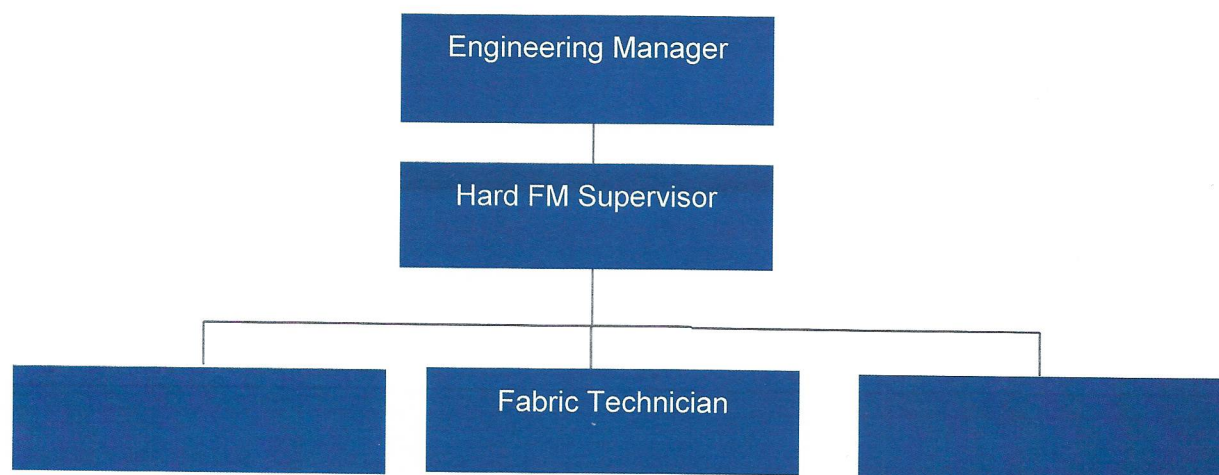


JOB DESCRIPTION

Position Title	Fabric Technician	Department	Facilities
Generic Job Title	Fabric Technician	Segment	Corporate Services
Team Band	Un-banded	Location	BAE Systems Broad Oak
Reports to	Hard FM Supervisor	Office / Unit name	BAE Systems Broad Oak

ORGANISATION STRUCTURE



Job Purpose

- To carry out the planned and reactive maintenance of a wide range of Building Fabric tasks within a large industrial site, including office buildings.
- To be accountable for the effective delivery of a professional maintenance service to the client ensuring that all contractual response and repair times are met.
- Liaising with other operatives / contractors to ensure a consistent and professional approach and having the ability and competence to assist and carry out minor repairs associated with other trades.

Accountabilities or "what you have to do"

- To act upon any reasonable requests from the Supervisor or Manager(s).
- To ensuring the effective provision of proactive & reactive Building Fabric Services in an effective and courteous manner
- To maintain equipment, appliances, apparatus and fixtures connected to the said services as scheduled or instructed, utilising as part of the CAFM system a hand-held PDA.

- The delivery of building fabric installation small works projects as instructed by the Supervisor or Manager(s) in accordance with Legislation.
- To ensure that all repairs and installations are compliant with current Legislation and any relevant regulations.
- To attend any other training courses as required.
- To co-operate with the client and employer ensuring that all statutory Health, Safety and Welfare legislation, is adhered, including any company or site specific policies and rules.
- To be prepared to work variable hours Monday – Friday when required based on a 40-hour week.
- To be able to work as part of a team and to provide assistance to other operatives and contractors when required.
- Be able to communicate with the client's staff at all levels.

Key Performance Indicators (KPIs) or “What it will look like when you are doing the job well”

- Achieve or exceed completion of PPM/reactive within time frame targets as to contractual KPI
- To be compliant with all legal, company and client regulations and rules.
- To support the site service teams to achieve budget requirements.
- Client and customer satisfaction survey results

Dimensions

Financial	
Operations	Integrated Facilities Management Services

Skills, Knowledge and Experience

Essential

- Good all-round maintenance experience including basic carpentry, painting and decorating, tiling etc.
- SC security clearance to be obtained and maintain this level of security clearance.
- Valid driving licence.

Desirable

- Valid 1st Aid Certificate
- Valid IPAF Licence.
- Valid IOSH Managing Safely Certificate.

Contextual or other information

Employees Name (Print):
Employees Signature (Sign):
Date:

Manager Name (Print): Chris Harper
Managers Signature (sign):
Date:

Version V2 CH
Document owner Chris Harper

Date 17/07/2019