

Job Description

Job title	Gas Service Engineer	Date
Reports to (title)		
Contract/Department		Revision
Location		

Job purpose

Describe the overall purpose of the job in two or three sentences.

To service, maintain, repair and install gas appliances/installations on the Lancaster contract. Including emergency out of hrs repairs.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- Support the Line Manager in the day to day implementation of EMCOR policies, procedures and standards necessary to maintain the integrity of ongoing operational activities and provide high quality service to customers in accordance with EMCOR Integrated Management System, EMCOR Employee Handbook, EMCOR Business Plan, EMCOR Client Business Plan, Client Company Safety Procedures / Instructions, EMCOR / Client Contract
- Carry out maintenance and installation activities through effective organisation, planning and communication, including but not limited to, heating, hot/cold water systems, testing, above ground drainage, sanitary ware and copper and steel pipe work.
- Monitor the progress of maintenance/installation tasks ensuring works are completed according to your agreed plan of work and to the satisfaction of all stakeholders.
- Ensure that all Safe Systems of Work and Risk Assessments are appropriate for the tasks at hand.
- Provide regular updates to your EMCOR Supervisor/Line Manager and maintain daily contact with the customer.
- Identify and implement operational improvements to ensure continued provision of high quality service.
- Assist in other ad hoc functions within skills level, training and experience on an as-instructed basis

Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

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Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

The candidate must possess the following:

- Good temperament, polite and courteous
- Smart, presentable appearance
- Highly motivated self starter, with an adaptable and flexible approach
- Willingness to train, update and improve themselves for the benefit of the contract
- High standards of personal integrity and professionalism with the adaptability to change
- Ability to think and react to immediate problems and issues without losing sight of or compromising long term goals
- The ability to gather information from all relevant sources
- The ability to organise, plan and prioritise work
- The individual must be willing to undergo DV clearance

Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

Line Manager <i>Signature</i>	
Print Name	
Date	

Job Description

Job Holder <i>Signature</i>	
Print Name	
Date	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	