

Job Description

Job title	Asset Manager – BBC	Date
Reports to (title)	Head of Engineering & Risk Management	
Contract/Department	BBC	
Location	Home Based with National Travel	

Job purpose

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

Responsible for the application of the agreed maintenance regimes, including the change to these based on BFM or changes to SFG20. Will add/decommission assets in the CAFM and is responsible for the overall asset data quality.

To manage the Beyond Economic Repair (BER) process, collating the required data and information to support the agreed BER policy on the BBC Account

To manage the LCAM model and process to support the development of the BBC Capital Plan, providing asset data, including maintenance history, condition and asset life.

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.

- To optimise the operating efficiency of assets and systems across the BBC account in line with ISO55001 best practices.
- To conduct Level 1 assurance on the BBC Account asset maintenance and asset management activities.
- To lead the implementation of the BBC Account asset management processes and procedures.
- To use data analysis techniques to highlight and inform the BBC Account SLT of asset performance and data quality exceptions.
- To manage the BBC Account Beyond Economic Repair (BER) process.
- To implement and manage the LCAM model, providing inputs on asset data to the BBC Account Capital Plan
- To encourage the creation of a constructive culture, working collaboratively with engineering operations management, frontline staff and stakeholders to implement the asset management transformation programmes.
- To drive continuous improvement in asset data quality in line with the EMCOR UK Asset Data Standard.
- To monitor the use of planning and asset reporting strategies, using computerised asset management system including evaluation and developing sustainable solutions for underperforming assets.
- To lead the BBC Account Asset Management team

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Resource responsibilities

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

- The Strategic Asset Manager will directly manager 2 Asset Coordinators, 2 asset surveyors and asset verification supply chain partners.

Person specification

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

- Demonstrable experience in asset management, asset surveying, lifecycle management, customer service and change management.
- Demonstrable experience in CMMS / CAFM systems.
- Experience of best practice standards including SFG20, BSRIA Business-Focused Maintenance and ISO 55001.
- Extensive experience in Facilities Management operations.
- Knowledge of current statutory legislation related to planned maintenance.
- Knowledge of current statutory legislation relating to safe working practices.
- Educated to at least HNC / HND standard (or equivalent) in a relevant hard services discipline.
- Knowledge of MS Office 365 applications

Desirable

- Degree educated
- Institute of Asset Management Certificate and or Diploma.
- Understanding of data analysis techniques.
- Experience in IOT and alternative maintenance techniques such as condition-based maintenance.
- Professional membership of one or more of the following: IAM, IET, CIBSE, BIFM, IFMA, RICS or other. If membership isn't held must be willing to become a member.
- Understanding of the principles of Building Information Modelling (BIM)

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.

The role location is flexible but will be required to support the UK wide BBC account. There will be a requirement for some UK wide travel which is likely to form around 50% of the role.

Line Manager
Signature

Job Description

Print Name	
Date	

Job Holder Signature	
Print Name	
Date	

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