

Job Description

Job title	Mobile Fabric Technician	Date: 05/09/2022
Reports to (title)	Team Supervisor	
Contract/Department	Thames Water	Revision: 2
Location	London and Thames Valley Region	
Salary		

Job purpose

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

To support the contract management team by delivering both planned and reactive building maintenance services across the portfolio, ensuring that all works are undertaken in accordance with the highest standard both quality of workmanship and health & safety compliance, while supporting our strategic goals of 'making our customers lives easier'.

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.

HFM

- To undertake both planned and reactive fabric/building maintenance tasks.
- To ensure buildings are operated and maintained in accordance with both relevant legislation and EMCOR operating procedures.
- Carry out decoration works in order to maintain the buildings appearance.
- Assist in maintaining the cleanliness of plant rooms and adjacent engineering/operation spaces.
- Provide accurate feedback, information and work reports, utilising the EMCOR UK mobile application
- To undertake routine water monitoring tasks and weekly fire alarm tests, ensuring records are maintained.
- Willing to assist with works outside normal skill set as/if required.
- Working across multiple projects and minor works as requested.
- To monitor sub-contractors works, ensuring all EMCOR procurement processes and procedures are followed, and relevant site records are maintained.
- To communicate operational issues to the EMCOR Supervisor when appropriate and proactively request support when required.
- Assistance in the preparation of estimates/quotations as required.
- Must be willing to undertake company standard internal training workshops and work to both EMCOR and Thames Water standards.
- The responsibility for allocated work orders from receipt to completion.
- Provision of information on progress of allocated work orders.
- Adherence to the Quality Management System applied to all M&E systems.
- Developing of relationships with all clients and work within a site team of mobile and static based staff.
- Ensuring continuous improvement and drive for value for money.
- Willing to work in secure and sensitive environments across the Thames Water estate.
- To behave consistently in line with EMCOR UK's values.
- To always be organised and proactive, ensuring that workload is prioritised and completed.

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HSW

- To comply with EMCOR UK's Health, Safety and Wellbeing policies and procedures are always maintained.
- Accurate use of Intalex to report any near misses or accidents and ensure actions are closed out in a timely manner.
- Reviewing RAMS from subcontractors to ensure standards are maintained.
- Ensure compliance to EMCOR UK RAMS and Thames Water Procedures.
- Ensure compliance with asbestos management processes and procedures.

Person specification

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

- Recognised building fabric qualification (Carpentry & Joinery, Plumbing or Painting & Decorating) at, or equivalent to C&G, / NVQ level 2 - or ability to work towards.
- Experience of working within Building Services environments.
- Able to be appointed as a TP for hot and cold-water systems.
- Understanding of statutory compliance legislation.
- Thames Water Passport – Gain and maintain.
- Experience of safe working practices and permit to work systems.
- Demonstrable skills in dealing and working closely with internal and external customers and suppliers on complex and interrelated issues on an ongoing basis.
- Be able to communicate effectively and have flexible approach to work patterns.

Personal Competences

- Smart and presentable.
- Ability to build and maintain positive relationships both internal and externally to the contract.
- Proactive and forward-thinking individual.
- Demonstrates organisational skills.
- Has excellent attention to detail.
- Highly effective communicator.
- Ability to work under pressure in a highly regulated industry.
- Agile and mobile to the needs of both EMCOR UK and the Customer.
- Excellent timekeeping.
- Constantly adheres to EMCOR UK Health, Safety and Wellbeing culture.
- Ability to work effectively as part of a team, or under own initiative.

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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.

- Must always wear EMCOR UK provided and relevant PPE where required.
- During your duties, you may have access to confidential information, which must not be divulged to any unauthorised persons.
- This job description is not an exhaustive list of responsibilities to be undertaken by the post holder and you may be required to carry out other duties, which are felt to be reasonable and commensurate with the post.
- Must be willing to travel throughout the whole Thames Water estate, with occasional travel outside this.
- Must hold and maintain a full valid UK driving license at all times.
- Must be willing to obtain and maintain DBS and/or Security clearance as requested.
- Core hours (On site working hours) of 07:00 to 16:00 or 08:00 to 17:00 Monday to Friday.
- Part of an out of hours on call Rota outside working hours.
- Primary Base – Within London and Thames Valley Region

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

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

FOR HR USE ONLY:					
Job Grade		EMCOR Competency Level		Training Profile UTC	