

Job Description

Job title	Maintenance Electrician	Date July 2024
Reports to (title)	Maintenance Section Leader (Elec)	
Contract/Department	AWE	Revision
Location	AWE	

Job purpose

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

To ensure that the delivery of electrical aspects is delivered in an effective, efficient, and professional manner.

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.

- Able to demonstrate a proven track record with (post apprenticeship) experience of planned maintenance in a highly regulated environment.
- The installation of electrical systems and associated equipment followed up with the appropriate certification.
- Assist in the preparation of estimates / quotations as required.
- Isolates defective equipment from power supply, checks visually for faults, tests mechanical parts for faults, isolates the problem areas and take corrective action to repair the problem.
- Ensuring that all engineering standards and practices, safety, health, fatigue levels and morale are maintained. Where there is any doubt or concern, they should inform the section leader.
- Any planned or reactive maintenance that cannot be completed is identified to the planner to be re-scheduled, informing the section leader.
- Assume the role of Competent Person (Electrical) as Authorised by the Authorised Person.
- Adherence to the Quality Management System applied to all M&E systems.
- Adherence to all current company procedures.
- Ensure continuous improvement and drive for value for money.
- Other reasonable duties as agreed with EMCOR UK Management.

Resource responsibilities

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

- No direct line reports
- May be required to support in the control of sub-contractors

Job Description

Person specification

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

- Qualified to City & Guilds 2360 Part 1 & 2 or equivalent NVQ.
- Qualified to C&G 2382 -10 18th Edition, minimum requirements.
- Qualified to C&G 2391-10 Inspection & Testing or recognised equivalent,
- Experience of installation, testing and maintenance of LV distribution systems
- Experience of safe working practices and permit to work systems.
- Be able to communicate effectively and have flexible approach to work patterns.
- Will be required to sit and pass internal training to be SQEP.
- Proactive and self-driven nature
- Self-organisational skills
- Excellent level of interpersonal and communication skills, with the ability to liaise with customers and staff at all levels in both written and spoken English.
- To work well as part of a team
- Good communication skills
- Organised & reliable
- Reasonable level of computer literacy
- Smart & presentable appearance
- UK driving licence preferred but not essential

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.

- Taking an active part in the on-call system if required, which may require the applicant to become an authorised person (Electrical, Confined Space).
- Willing to work in secure and sensitive environment on an exclusively manned site.
- Must be able to achieve and maintain UK Security Clearance status.

Line Manager Signature	
Print Name	
Date	

Job Holder Signature	
---------------------------------	--

Job Description

Print Name	
Date	

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