



Job Description and Person Specification

Workshop Technician: Grade E

Job Description

Role Title	Workshop Technician	Reporting to	Workshop Foreman
Location	Technical Hub	Role/Grade	Grade E

Purpose of the Job

The purpose of this job is to contribute towards the delivery of fleet, plant and equipment maintenance, servicing and repairs to support business objectives of the organisation.

Key Duties and Responsibilities

Corporate

- 1.1 To create a positive working environment by promoting the Brigade's values and behaviours equality, diversity and inclusion, health and safety, and health and wellbeing
- 1.2 To ensure individual continuous development to improve personal and organisational performance
- 1.3 To attend external forums or working groups as required and network with peers to capture/share learning and good practice
- 1.4 To ensure compliance with the Data Protection Regulations
- 1.5 To take part in Personal Development Reviews and complete Personal Development Records in accordance with Brigade procedure
- 1.6 To maintain relevant skills and knowledge aligned to key responsibilities and National Occupational Standards to determine continued maintenance of competence in role

Functional

- 1.7 **To assist the Fleet Foreman, contributing towards delivery of Technical Hub services on a day-to-day basis:**
 - Providing own tools and portable storage box suitable for fleet servicing
 - Ensuring delivery of the scheduled/unscheduled services as determined
 - Carrying out maintenance and repairs on/off site as required
 - Ensuring that all records/systems and documentation applicable to the workshop jobs are effectively completed
 - Being part of the standby out of hour's duty rota to maintain operational fleet cover
 - Ordering fleet stock parts with suppliers, transport clerks and stores
 - Ensuring all safety procedures and organisational culture are followed – seeking to develop a positive attitude to health and safety in the workplace
 - Carrying out in a tidy environment the maintenance, servicing, repairs and testing within your competencies any vehicle, item of plant or operational equipment within scheduled / un-scheduled maintenance timescales and to the correct specification, using correct procedures and tools, to meet appropriate legislation
 - Providing fireground assistance, delivering and retrieving vehicles, or as so requested
- 1.8 **To maintain competencies with the latest Professional Fleet industry standard qualifications**
- 1.9 **To keep current with the latest technology advances and industry developments and trends**

This document is produced as a guide to the general nature of the post and the list of duties is neither exhaustive nor exclusive.

Role Map

In addition to the general qualities required of a technician, the post holder is subject to some aspect of the Fire and Rescue Service Role Map. You will be expected to evidence that you are competent when judged against this role map and maintain that competence through continuing professional development.

- WM1: Contribute to good housekeeping
- WM2: Ensure your own actions reduce risks to health and safety of yourself and others
- WM3: Maintain positive working relationships
- WM4: Remove, replace and overhaul units and components
- WM5: Carry out routine vehicle and operational equipment inspection and maintenance
- WM6: Provide fireground assistance and mobilise incident support units
- WM7: Enhance vehicle and equipment features
- WM8: support the efficient use of resources

Values and Behaviours

The Authority's 'PRIDE' values are underpinned with a set of expected behaviours for everyone that works for and governs Cleveland Fire Brigade. These behaviours link to leadership and relate to: the impact you have on others, outstanding leadership, service delivery and organisational effectiveness. They are split into four levels which can broadly be matched to roles. These levels are designed to be cumulative so those working in management roles should also demonstrate the preceding level(s) of behaviour. People who are appointed/promoted to and/or developed in roles within the Brigade should be aiming to demonstrate the behaviours relevant to the post to which they are aspiring.

A copy of our values and behaviour framework is included within the Brigade's application pack; if this is not the case please contact the Brigade's Human Resource team as behaviours will be assessed throughout the recruitment/promotion processes.

Uniform

The person appointed to this post is required to wear a uniform and will be provided with the 'Blue Work Wear Uniform' and overalls as set out in the Brigade's Dress and Appearance Policy.

Person Specification

Category	Criteria	Measure
Qualifications Competences	<ul style="list-style-type: none"> City & Guilds Heavy vehicle engineering level 3 or equivalent (E) Current full driving licence (E) Must have sound educational background and be literate and numerate (E) An LGV licence category C (E) Time served vehicle apprentice (D) Manufacturer's training courses appropriate to this post (D) 	AF/C AF/C AF AF/C AF/C AF/C
Experience	<ul style="list-style-type: none"> At least 5 years' experience (can include apprenticeship period) in the repair and maintenance of large goods vehicles (E) Experience in diagnostic work and repairing faults on electrical and hydraulic systems (E) Experience of Scania, MAN and / or Volvo commercial vehicles (D) Car & light vehicle experience (D) Experience of Cummins engines - automatic transmissions (D) Experience of working on small plant machinery (D) Experience of carrying out bodywork repairs (D) 	AF/I AF/I AF/I AF/I AF/I AF/I
Skills, Knowledge and Aptitudes	<ul style="list-style-type: none"> Up to date knowledge of modern commercial vehicles and cars (E) Able to diagnose and repair vehicle faults to a high standard (E) Competence in dealing with modern vehicle electrics (E) Familiar with the use of computer diagnostic systems or willing to complete a course (D) Fabrication / welding qualifications or experience or willing to attend a course (D) Basic IT knowledge (D) 	AF/I AF/I AF/I AF/I AF/I AF/I
Other	<ul style="list-style-type: none"> Ability to meet the Service's medical requirements (E) A full current driving licence, or access to a means of mobility support (E) 	Medical AF/C

Key Criteria

E = Essential

D = Desirable

AF = Application Form

AC = Assessment Centre

I = Interview

R = References

C = Certificate