



Role Profile

Maintenance Engineer SPT				Purpose			
Reference No.	Craft	Type	Individual	<p>The post holder will undertake all aspects of servicing, testing, overhauls, repairs to plant and tools. They will be required to carry out planned maintenance to a comprehensive range of small plant and tools operated by services. All such works will be carried out in a manner that positively contributes to a high quality, responsive and cost-effective service which meets service and customer expectations.</p>			
Service	Building Services						
Job Family	Craft	Grade	TD6				
<p>Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:</p>				<p>Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility</p>		E	D
<p>Carry out and provide advice and instruction on service, maintenance work and repairs for an extensive range of small plant and tools, generators and small engines,</p> <p>Carry out assigned work to a standard expected from a qualified Engineering Craftsperson</p> <p>Maintain all equipment to meet all current H&S legislation including PUWER and LOLER regulations</p>				<p>Experience</p> <p>Experience in a small plant and tools repairs environment ✓</p> <p>Previous Local Authority Experience or other Large Organisation ✓</p> <p>Experience of Health and Safety Regulations, PUWER, LOLER, COSHH ✓</p> <p>Education, Qualifications & Training</p> <p>City & Guilds in required trade and/or equivalent SVQ level 3 in maintenance/mechanical engineering ✓</p>			

E = Essential Criteria D = Desirable Criteria

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<p>Carry out all assigned work to a high standard of workmanship, good practice and customer care</p> <p>Carry out fault finding, repairs, renewals, and modifications to a variety of small plant and tools.</p> <p>Updating asset management systems and maintenance schedules</p> <p>Prioritise work to meet deadlines and respond positively when under pressure</p>	<p>Experience of using Microsoft Office packages</p> <p>Ability to work on your own with minimum supervision</p> <p>Ability to meet deadlines and respond positively when under pressure</p> <p>Customer awareness and focus</p> <p>Ability to travel effectively throughout Fife to provide a service</p> <p>Ability to use computerised work systems for a range of purposes, e.g. PC equipment and software.</p> <p>Ability to work from ladder and scaffold systems and access platforms</p> <p>Interpersonal & Communication Skills</p> <p>Excellent interpersonal skills/ oral and written skills commensurate with the requirements of the post.</p> <p>Good team working and team player.</p> <p>Positive attitude to the job</p> <p>Health & Physical Attributes</p> <p>Ability to provide a regular and effective service</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>✓</p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p>
<p>Undertaking all other duties as required for the role. Duties will be in line with the grade.</p>			

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Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:

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Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility

E	D
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Job Title of Specialist tasks

Dealing with external organisations, sub-contractors and carrying out tasks as per the Task and Responsibility list for all services within Environmental and Building Services.

Negotiating and implementation skills to match compliance with , legislative directives and council guidelines management

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Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required

Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results