

## JOB DESCRIPTION

**Job Title:** Plant Engineer

**Grade:** Grade 3

**Responsible to:** Maintenance Supervisor

### Job Purpose:

To carry out preventative and reactive maintenance tasks within main academic buildings, accommodation blocks and the external estate. Ensure that plant and equipment perform to the required standard to facilitate campus operations regarding Safety, Quality, Delivery and Cost within a maintenance environment.

The role will cover a broad range of activities include installation, testing, fault finding and the on-going planned maintenance of complex systems/equipment. This requires the application of a complex blend of skills, knowledge and occupational behaviours across the electrical, electronic, mechanical and control systems disciplines, liaising closely with colleagues in particular the Engineering Team.

### Main Duties and Responsibilities:

Working independently or with a team, to undertake tasks as necessary and increasing overall contribution to the department.

Implement correct use of access equipment, e.g. ladders, scaffold towers and mobile platforms (subject to training), servicing and storage of maintenance tools, chemicals (awareness of COSHH regulations).

Interpret engineering data and documentation to support maintaining the campus plant and equipment.

To maintain a first class level of customer service ensuring that all customers are treated in an appropriate manner. Working efficiently and effectively in advanced manufacturing and engineering.

Diagnose faults on engineered systems including electrical circuits and electrical & mechanical equipment. Trouble shoot complex systems through thorough investigation is an essential requirement for this role. Restore mechanical components to usable condition by repair whilst ensuring all work is carried out in accordance with current technical regulations. Other works may include assisting other trades with various works.

Carry out preventative planned and reactive maintenance on engineered systems, maintaining mechanical & electrical equipment, handing over and confirming completion of maintenance activities.

Carry out condition monitoring of plant and equipment. Resolve all reactive tasks, planned preventative maintenance and monitoring of all systems to a high standard. Systems include, heating / cooling / chilled water / fresh air supply / air conditioning etc, paying particular attention to specialised pieces of equipment that are technically complicated and are essential to the supply of services to critically important equipment in our buildings.

Ensuring that all job / equipment status are communicated effectively to other members of the Engineering team, raise issues by logging of jobs, updating and closing of jobs.

Check stock levels for spare parts and equipment used by the Engineering team. Ordering of correct spares to ensure a balanced stock of key spares are kept on Campus to aid speedy replacement and keep equipment / system down times to a minimum.

Ensure Planon (Computer Aided Facility Management software) is populated with the correct information / details to ensure all maintenance activity is recorded, equipment is logged and assets tagged; so that a history file can be created which will then automatically highlight maintenance intervals and flag up service dates.

Complying with statutory regulations and organisational safety requirements. Working within the Health and Safety at Work Act, the postholder has a legal duty to take reasonable care for Health and Safety both for themselves and others who may be affected by their actions. They are also required to undertake Health and Safety training commensurate with the level required by the post and to take part in risk assessment procedures and the implementation of agreed recommended work practices within the area. Identifying any health and safety concerns, awareness of vulnerable persons and report to management where necessary.

Partake in FX Plus's On-Call rota to deliver business critical services

Support the Estates Directorate's drive towards SMART working, through enhanced use of digital/IT skills and systems.

## **General Duties**

Deliver a level of customer service which meets and exceeds the expected standards. Ensure all people are dealt with efficiently and with appropriate regard to their needs.

Undertake reasonable duties which contribute to the success of the directorate and FX Plus as a whole.

Agree personal and team objectives and work to achieve them, developing both individually and collectively.

Actively participate in required organisational processes, courses and activities, constantly maintaining the required conduct.

Support and contribute to keeping FX Plus, Falmouth University and the University of Exeter compliant with all legislation and adopted standards. Specific attention should be given to Health and Safety, Equality, Diversity and Safeguarding.

Undertake other duties not specifically stated which, from time to time, are necessary without altering the nature or level of responsibility.

**PERSON SPECIFICATION****Post Title: Plant Engineer**

| <b>Attributes</b>                     | <b>Essential Requirements</b>   | <b>Desirable Requirements</b>  |
|---------------------------------------|---|--|
| <b>Education / Qualifications</b>     | <p>Proven track record in mechanical / electrical engineering</p> <p>Clean driving licence</p> <p>Apprenticeship or NVQ equivalent qualification in electrical/mechanical engineering</p> <p>Commitment to professional development</p>   | <p>IPAF license</p> <p>Pasma training</p> <p>18th Edition Wiring Regulations</p> <p>City and Guilds 2391 or equivalent</p> <p>Asbestos awareness training</p> <p>TIG / MIG welding</p> <p>Competence</p> <p>Safety awareness training</p> <p>Working at Height</p> |
| <b>Experience / Knowledge</b>         | <p>Proven experience of working in an engineering / maintenance environment.</p> <p>Skills to assess faulty equipment and diagnose cause &amp; remedy.</p> <p>Ability to liaise with specialist repair companies and give a clear / concise brief of defect to allow cost effective repair quotes</p> <p>Knowledge of Health &amp; Safety requirements.</p> <p>Good IT skills and ability to interface with various hardware types (Ibads / laptops, desktop)</p> | <p>Experience of working in an educational environment</p> <p>Experience in pipe fitting, milling &amp; turning.</p> <p>Knowledge of commercial boilers</p> <p>Knowledge of BMS systems</p>  |
| <b>Skills / Personal Requirements</b> | <p>Highly motivated and enthusiastic</p> <p>Ability to work under own initiative</p> <p>Ability to identify work priorities effectively</p> <p>High professional standards</p> <p>Ability to work effectively and supportively as a member of a team</p>  |  |