

JOB DESCRIPTION

Job Title	Senior Technician
Salary Scale	Circa £27,825 including 10% Market Supplement
Directorate	Communities Group
Division/Service	Transport & Highways
Team	County Fleet Maintenance (CFM)
Primary Location	Workshops – Wellesbourne Workshop
Responsible to	Workshop Manager
Responsible for	Vehicle inspection, servicing and repairs

*Purpose of the job: **To carry out a wide range of inspection, service, repair and maintenance work on LGV's, Fire Appliances, Police cars, Passenger Carrying Vehicles, multi franchised vehicles and light vans.***

Main duties:

1. Carry out vehicle inspections in accordance with the Vehicle and Operator Services Agency (VOSA) standards and to complete all service and inspection documentation to the required standard.
2. Carry out servicing in accordance with manufacturers specifications and times.
3. Carry out mechanical repairs in accordance with manufacturers' standards and times.
4. Problem solving including diagnostic checks, fault investigation and repair.
- 5 Prepare vehicles for plating / MOT Test and take vehicles for test.
6. Assist with the collection and delivery of vehicles and the recovery of broken down vehicles.
7. The post holder must be prepared to participate in the out of hour's emergency standby service when required. Payment for out of hour's standby is in addition to basic salary.
8. Be prepared to attend training courses on a regular basis that may be outside of Warwickshire
9. To complete all relevant paper work (including job cards and inspection documents) in connection with the above duties and responsibilities.
10. To ensure that at all times safe working practices are employed, including compliance with WCC Health & Safety policies.
11. To ensure all workshop waste is disposed of in accordance with company environmental policies.

NOTE: CFM operates from three locations: Coleshill, Warwick & Wellesbourne. Employees are expected to be able to work at any of these locations.

Date: 1st May 2019

PERSON SPECIFICATION

Job title Fully Skilled Vehicle Technician
Directorate Communities Group
Salary Scale £27,825

Please demonstrate how you meet all of the essential criteria provided on the Person Specification when completing your application form.

ESSENTIAL	Measured by: a. Application form b. Test/exercise c. Interview d. Presentation
To have served an approved Vehicle Apprenticeship Scheme and be qualified to City & Guilds / NVQ or equivalent level.	A & C
Experience of working in a modern vehicle repair workshop for at least 5 years	A & C
A positive attitude and commitment to team work.	A & C
Problem solving, including the use of generic diagnostic apparatus.	A & C
Hold a Full UK licence	A & C
Take part in the out of hours emergency Stand by service	A & C
Flexible in undertaking a range of duties and working hours and able to work at any of our three workshops within Warwickshire.	A & C
Willingness to undertake vocational training courses	A & C
Be Prepared to have a NPPV check to comply with the requirements of the police vehicle maintenance contract – check to be carried out by Warwickshire Police Authority	C

DESIRABLE	Measured by: a. Application form b. Test/exercise c. Interview d. Presentation
Specialist knowledge of Fire & Rescue vehicles	A & C
Experience of fault finding in vehicle electrics and electronics	A & C
Qualified MOT Tester	A & C
Holds a UK (Class C+E) driving licence	A & C

Date: 1st May 2019