

JOB DESCRIPTION

Job Title:	Electrical Engineer
Reports To:	Maintenance Manager
Department:	Maintenance
Mission Statement:	<i>Working together to build a secure future by providing cost efficient high quality print</i>
<p>The main purpose of the job:</p> <p>Safely and effectively maintain the full operational functionality of PCP assets and facilities</p>	
<p>Main Duties:</p> <ul style="list-style-type: none"> • Maintain all PCP machinery to provide optimum functionality. • Attend breakdowns and conduct effective and efficient fault finding to resolve component failures. • Support and assist Mechanical engineering activities when and where required • Ensure that electrical maintenance tasks are completed on time in full. • Supervise and support contractors when required. • Fully understand the operational protocols associated with alarm conditions. • Responsible as first contact point from ADT in the event of a fire and to provide accurate and relevant information. • To support and fully utilise a Computer Maintenance Management System on a daily basis adhering to accurate control of stock. • Escalate crisis management by effectively providing the business with accurate assessments and constructive solutions where appropriate. • Undertake upgrades and installations. • To ensure that all preventative maintenance tasks are conducted in a timely fashion and documented accurately. • Actively maintain a clean and organised working environment. • Communicate clearly and constructively any risks that you may be aware of or identify. • Provide accurate root cause for all breakdown incidents and corrective actions to resolve and restore functionality. • Provide suggestions for improvement concepts and ideas which will reduce breakdown and/or time to repair. • Test and inspect electrical systems. • Provide support and training for lesser experienced engineers and apprentices. • To undertake any other tasks or duties commensurate with this role. 	

Environmental Factors & Constraints

Safe Systems Of Work must be adhered to at all times
All appropriate PPE must be worn for each specific task
All relevant permits and risk assessments must be completed where required
All waste materials must be disposed of using the correct waste stream

Person Specification

Essential Criteria

Higher Diploma / NVQ electrical qualification
Minimum of 5 yrs experience working in an electrical manufacturing environment
Self motivated and driven to succeed
Excellent organisational skills
Excellent communication skills to effectively liaise with colleagues, management, suppliers and manufacturers
Ability to identify root cause quickly and effectively
Motivated to provide robust, long term solutions
Challenge the 'norm' by providing alternative solutions with the objective to improve on the current state
Confident, accurate decision making
Ability and experience interpreting technical drawings
PC literate – PC and MS office skills
A willingness to learn new technology and systems, attending training courses when required.

Desirable Criteria

H&S qualified – IOSH / NEBOSH
FLT