



Outline Job Description

Job title
Effective date

Multi Skilled Engineer - Manor
July 2021

Main purpose of the role:

- o To maintain a wide range of production equipment
- o General maintenance and installation within the company
- o Complete planned maintenance on a day to day basis
- o To cover the maintenance function for the all production areas incorporating a shifts and callouts

Main accountabilities:

- 1 To deliver maintenance on schedule and to deal with any unscheduled and emergency maintenance work, including all fault finding and necessary repair.
 - 2 To ensure that all maintenance works are recorded accurately and timely into the computerised maintenance system (MMP).
 - 3 Communicate unscheduled downtime to Supervisor and Engineering Manager and the corrective action required.
 - 4 Housekeeping. All works undertaken and equipment is maintained in a safe and efficient manner, following any necessary standards and guidelines.
 - 5 Identification of improvements that can be made to line and other operations.
 - 6 Perform such administrative functions as are consistent with a role of this nature.
 - 7 To be part of and show interest in any projects that arise.
 - 8 Carry out PPM work schedules.
 - 9 Ensuring personal learning and development is captured on the LMS system.
- Company Policies and Procedures**
- Ensure that the company message and thinking is communicated to your colleagues
 - Ensure you and your team comply with the Quality, Health & Safety and Human Resource Policies and Procedures
- Food safety, Legality & Quality**
- Ensure that all staff are suitably trained and where necessary make recommendations to your Direct Line Manager
 - Ensure all new employees are inducted into the Company following appropriate procedure.
 - Ensure that all Food Safety, quality and legality procedures and processes are followed
- Health & Safety**
- Ensure that the area in which you are working is safe for yourself and others who may be working nearby and that you comply with your responsibilities in accordance with the Company Health and Safety Policy.
 - Report any accidents/near misses immediately to the Health and Safety Advisor or your Direct Line Manager.
 - Maintain good housekeeping within your work area
 - Ensure the welfare of employees under your control.

Job Holder

Line Manager

Knowledge, Skills and Experience required :

1. Must have a formal qualification
2. 18th Edition Electrical Installation, ideal but not necessary, 17th Edition would be adequate
3. Good communication skills and be able to establish and maintain effective contact with staff, suppliers and contractors.
4. Experience of PLC equipment and packaging machinery.
5. Commitment to excellence and high standards. Commitment to company values.
6. The role requires a multi skilled candidate but a strong electrical engineering element is a distinct advantage
7. Experience within a food / beverage industry preferred but not essential
8. Confined Space Entry for maintenance purposes a necessity
9. Working to a continuous improvement program with knowledge of scheduling and planning, ideal but not essential
10. Knowledge of and working to a permit to working system
11. Risk Assessment trained
12. Provision and Use of Work Equipment Regulations 1998 (PUWER)