

**University of
Northampton**

Multiskilled Engineer

Job Description



Job Title: Multiskilled Engineer

Grade: 5

Responsible to: Reactive Maintenance Manager

Overall Purpose

To carry out reactive and planned maintenance works on all University of Northampton, Building services equipment as per University SLA's and KPI's.

Principal Duties and Responsibilities

- To provide building maintenance services and support for all aspects of planned and reactive maintenance as required, ensuring delivery of a high standard, quality service to meet client expectations.
- To carry out Planned Preventative Maintenance (PPM) to Plannan system to standard SFG20, completing works in time scales as per SLA.
- To carry out reactive works as per helpdesk request on plannan completing works in time scales as per SLA.
- To liaise with helpdesk for reporting defects.
- To carry out installation works as requested.
- The post holder is to carry out works to the highest quality and ensure it complies with current regulation and statutory regulations.
- Responsible for Health and Safety on site.
- To attend training when required.
- To form part of the emergency 24 hour call out rota.
- The post holder will be responsible for carry out PPM and reactive tasks to the highest quality, this will include the following building services equipment but not limited to. The equipment included in this will be lighting, hot and cold water services, air handling units, air conditioning units, motor inverters, BMS, doors/barriers, CCTV, fire alarm systems, sinks and taps, toilets (when unable to resolve issue to inform Supervisor to assist or call sub-contractor).
- The post holder will ensure that at all times their work is to the highest quality and that all work is undertaken in accordance with statutory regulations and Health & Safety legislation and to the highest safety standards. Including completion and recording of risk assessments and method statements as required. To regularly update knowledge in line with changing regulations.
- Working to Standard Operating Procedures.

Generic Duties and Responsibilities

- The post holder will be expected to undertake other responsibilities and tasks as reasonably requested by the Building Services Supervisor.
- The post holder will be responsible and accountable for ensuring all employment legislative requirements are adhered to including equality and diversity and health and safety issues.
- The job description may be altered at any time in the future in line with the level of the post to meet changing institutional requirements, but only in full consultation with the post holder.

Person Specification

Please ensure that your application statement provides clear and specific examples to illustrate how you meet each essential criterion. Applicants that fail to do so will not be shortlisted.

| Criteria | Essential / Desirable | Assessment Methods |
|----------|-----------------------|--------------------|
|----------|-----------------------|--------------------|

Qualifications

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| 1 | Qualification in maintenance work to NVQ level 2 (equivalent) or relevant experience | Essential | Application Interview |
| 2 | IOSH Managing Safely | Desirable | Application Interview |
| 3 | Asbestos Awareness | Desirable | Application Interview |
| 4 | High Voltage Management qualification | Desirable | Application Interview |

Skills, Knowledge and Experience

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|----|---|-----------|-----------------------|
| 5 | Able to work accurately and safely | Essential | Interview |
| 6 | Hold a full UK driving licence | Essential | Application |
| 7 | Experience in maintaining building services electrical/mechanical | Essential | Application Interview |
| 8 | Experience in completion of work in accordance with approved codes of practice and legislative compliance | Essential | Interview |
| 9 | Have sound knowledge of products and materials currently in use | Essential | Interview |
| 10 | Experience of working in occupied buildings understanding the not to cause disruption | Essential | Application Interview |
| 11 | Experience working in the Higher Education sector | Desirable | Application Interview |
| 12 | Smart phone/tablet literate | Desirable | Application Interview |

Personal Qualities

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|----|---|-----------|-----------------------|
| 13 | Good interpersonal skills | Essential | Application Interview |
| 14 | Ability to adapt to organisational change | Essential | Interview |

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| 15 | Ability to adapt to technological advances in the workplace | Desirable | Interview |
| 16 | Able to work with minimal supervision and on own initiative, either in a team or alone | Essential | Application Interview |
| 17 | Demonstrate an appropriate level of physical fitness to enable the effective performance of duties | Essential | Interview |
| 18 | Able to work under pressure and manage conflicting demands | Essential | Application Interview |
| 19 | To be adaptable, conscientious and to be a good team member | Essential | Application Interview |