



JOB DESCRIPTION: Engineering Technician

<b>Job Title:</b> Engineering Technician		<b>Business Unit:</b> Ten4	
<b>Directly Reports to:</b>		<b>Direct Reports:</b>	
<b>Role Purpose:</b> To provide general repairs, fabrication and services to Ten4 customers, in line with company policies and procedures to ensure optimum safety, quality of workmanship and efficiency in completing work.			
<b>Internal key relationships:</b>			
QAS		Management	Workshop team members
Workshop Administrator		Health and Safety Representative	
<b>External key relationships:</b>			
Customers			
<b>Key Position Requirements</b>			
<i>People</i>	<ul style="list-style-type: none"> <li>• Maintain a safe working environment.</li> <li>• Work with Engineering Team.</li> <li>• Maintain positive relationships with Team members.</li> <li>• Maintain open and effective communications with all personnel.</li> <li>• Remain focused and motivated and undertake to complete challenges of all tasks.</li> </ul>		
<i>Time Management</i>	<ul style="list-style-type: none"> <li>• Manage and work to the schedule as required.</li> <li>• Complete all necessary job close outs as required.</li> <li>• Report to work at allocated times, fit for work.</li> </ul>		
<i>Technical</i>	<ul style="list-style-type: none"> <li>• General engineering maintenance, repairs, and manufacture of all makes of heavy vehicles, trailers, and associated equipment.</li> <li>• Ensure you are adequately trained to use workshop equipment</li> <li>• Work areas must be cleaned, and workshop equipment returned during and on completion of all tasks.</li> <li>• Report to and receive all tasks and directions from the appointed supervisor.</li> <li>• Account for and post all materials and parts consumed to the correct job during and at the completion of each job.</li> <li>• Manage multiple and changing priorities.</li> </ul>		
<i>General</i>	<ul style="list-style-type: none"> <li>• Maintaining safe housekeeping practices as required:             <ul style="list-style-type: none"> <li>○ Keeping walk-areas and work-areas clear of obstructions, trip hazards, falling objects, combustible material</li> <li>○ Where identified removing from service defective or unserviceable equipment</li> <li>○ Waste segregation e.g., hot cut-offs and oily rags, general combustible materials</li> </ul> </li> </ul>		
<i>Safety Health and Environment (SHE)</i>	<ul style="list-style-type: none"> <li>• To participate in Safety, Health and Environmental programmes at all times.</li> <li>• To work with Safety, Health and Environmental policies, procedures, and process at all times.</li> </ul>		
<i>Continuous Improvements</i>	<ul style="list-style-type: none"> <li>• Be actively involved in the Company Continuous Improvement process.</li> <li>• Participate and suggest improvements to workplace processes.</li> </ul>		

**Person Specification**

**Job Title: Engineering Technician**

**Business Unit:**

**Directly Reports to:**

**Direct Reports:**

**Education, Qualifications & Training**

**The position requires a *Heavy Fabrication background.***

*Essential*

- ❖ Valid Driver's License
- ❖ Previous fabrication experience
- ❖ MIG downhand

*Desirable*

- ❖ Endorsements: Forklift,

**Work Experience:**

**The position requires Fabrication experience**

*Essential*

- ❖ Previous fabrication experience.
- ❖ Handtool knowledge and experience, powered and non powered.

*Desirable*

- ❖ Heavy Fabrication Tradesperson

**Language Qualifications:**

*Essential*

- ❖ English

**Personal Attributes**

- ❖ The position requires a well-presented team player committed to maintaining high standards and leading by example.

**Personality Requirements**

- ❖ Good interpersonal skills
- ❖ Good written and oral communication skills

**Physical Requirements**

- ❖ Ability to pass Pre-employment medical

**Additional Information:**

**Software experience**

- ❖ Nil

**Work Environment**

- ❖ Workshop environment

**Other People you Will Work With (i.e. External Customers)**

**Key Competencies**

- ❖ Understanding of mechanical requirements to meet engineering department needs.
- ❖ Good working relationships with other staff and management to foster 'team' approach.

**Key Performance Indicators**

- ❖ Safety –Ergonomic standards adhered to, manual handling standards applied at all times, safe working practices applied at all times, Take 5's completed for all tasks.
- ❖ Service – No rework, no overruns.
- ❖ Customer satisfaction – No complaints.