

**Job Title: Electrical Fitter.**

**Reports to: Works Manager.**

**Hours : 8.00 a.m. to 4.00 p.m. Monday to Friday – reasonable over time expected to be worked.**

**Overall Purpose of the job:**

Install, fit, test, assemble, commission, maintain and repair electrical systems and equipment and wiring in accordance with BS7671 2008 IEE Wiring regulations and British Standards and in line with all relevant specifications. Carry out work to the satisfaction of the customer and the management team.

**Responsibilities:**

- Analyse job cards to determine job status, work authorizations/limitations, estimate, description of problems and / or expected serviceability.
- Test electro-mechanical equipment to troubleshoot known or suspected problems.
- Disassemble electro-mechanical equipment noting parts identification, configuration and condition.
- Requisition of replacement parts.
- Verify repairs using start-up testing procedures.
- Retest reassembled electro-mechanical equipment for proper output and operation.
- Operate specialized equipment.
- Ensure all test equipment being utilised has a calibration date or label denoting test date.
- Complete required paperwork for each job accurately and on a timely basis return all relevant and all completed test certificates to Electrical Supervisor.
- Follow all Company Health & Safety procedures and use proper personal protective equipment.
- Keep work area neat and tidy.
- Carry out any other reasonable request from the Management team.

**Person Specification and Key Skills:**

- Must have City & Guilds qualification (or equivalent) with time served apprenticeship.
- You must be adaptable and able and willing to undertake various types of work when required. A 'can do' attitude is essential.
- You must be able to work conscientiously with excellent attention to detail.
- You must be flexible in your working hours as on occasion you will be asked to work over time or be on a call out rota.
- You must be committed to adhering to Risk Assessments, Method Statements and Work Instructions completing all relevant Job paperwork.
- You will be expected to be comfortable and confident with working out on customer sites in a sometimes hazardous environment.
- You must have good customer service skills and inter personal skills as you will often liaise with our customers directly.
- You must have good communication skills.
- You must be able to work using your initiative but also be a team player and have the ability to recognise when you need assistance and additional knowledge to complete a task.