

## Role and responsibilities

### Identity

<b>Position title</b>	Senior Maintenance Technician
<b>Person</b>	
<b>Date</b>	July 2014
<b>Line Manager title</b>	Assistant Maintenance Manager
<b>Line Manager name</b>	
<b>Grade</b>	

### Purpose

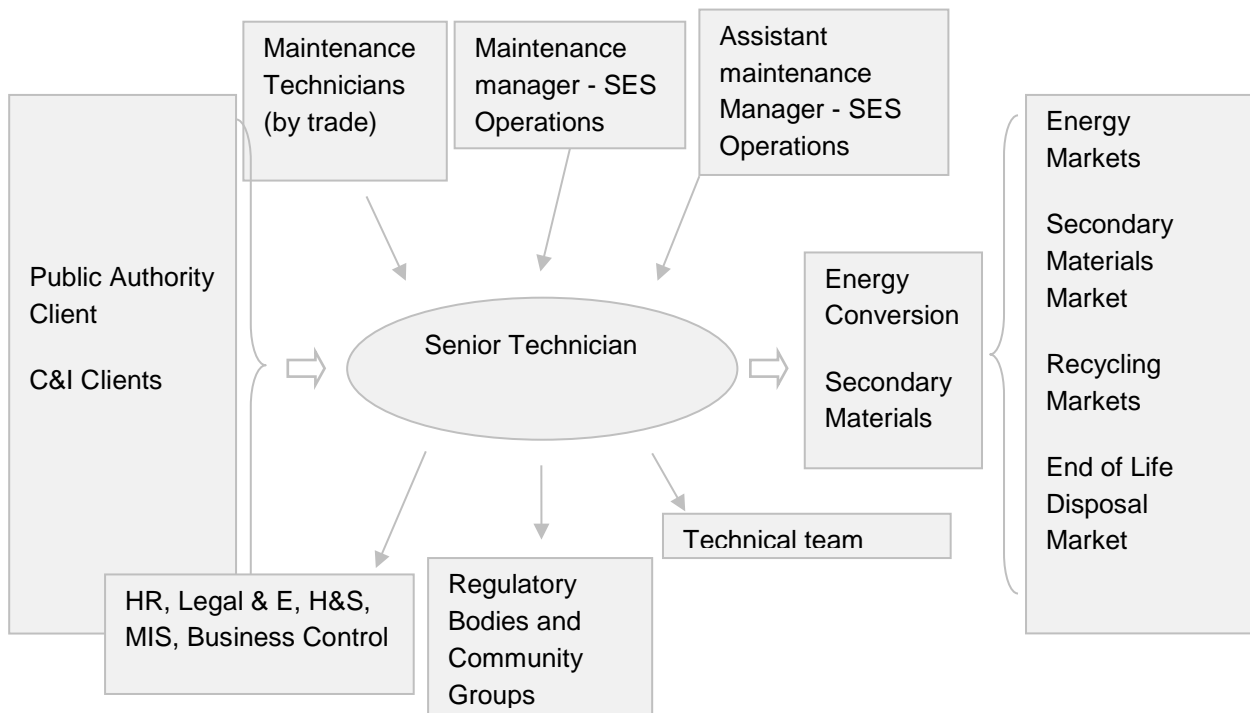
(the 'why' of the position, within which limits and according to what objectives)

<b>Why</b>	To action the maintenance activity of an energy recovery facility in an effective and cost efficient manner, ensuring the facility is fully compliant with regulatory standards for safety, health and environment.
<b>Within</b>	To work within the operational and maintenance management system of the facility and within the management controls established by Facility Management.
<b>According to</b>	The plant design parameters and operational cost constraints.

### Dimensions

Financial		Non-financial	
Revenue		Employees	5 + by trade
Capex		H&S responsibility	Full
Operating profit	Up to £200k	Communication	Comprehensive, all stakeholders
EBITDA (ex central overhead)		Training and development	Direct maintenance Employees

## Key stakeholder interaction network



## Ideal candidate experience

- HNC or time served in Mechanical/Electrical or Process Engineering.
- Experience of working in a process industry.
- Experience of environmental legislation
- A Health and Safety qualification is desirable.

## Area one - Leadership

Details	Delivery measure
<ul style="list-style-type: none"> <li>– Demonstrate comprehensive knowledge and experience in specific discipline of specialism.</li> <li>– Promote good working practice and positive employee relations by encouraging effective relationships both internally and with the wider business.</li> <li>– Support the status quo.</li> <li>– Embody the Company Values and exhibit through daily interaction with you team.</li> <li>– Effective team working of maintenance team within the facility.</li> <li>– Promote a safety conscious attitude towards work.</li> <li>– Supervise maintenance technicians by trade.</li> </ul>	USay, % of overdue CAR's, USay, Business Control Audit Scores, Adherence to the SES Business Strategy USay
In order to	In order to influence direct team and peers to achieve goals

## Area two - Communication

Details	Delivery measure
<ul style="list-style-type: none"> <li>– Provide specialist technical support to Facility management in communications with external regulatory bodies. (HSE, EA).</li> <li>– Participate in monthly Maintenance Managers and Technical meetings.</li> <li>– Timely and effective reporting of incident and events.</li> <li>– Attend the daily meetings on operational and maintenance issues and actions.</li> </ul>	CCS Scores Attendance at meetings
In order to	In order to ensure effective dialogue with all stakeholders

## Area three - Best Practice Implementation

Details	Delivery measure
<ul style="list-style-type: none"> <li>– To ensure that the physical assets are operated and maintained in accordance with design.</li> <li>– Involvement of continuous improvement initiatives to deliver optimisation of the physical asset.</li> <li>– Use the maintenance management systems to ensure a sufficient level of spares in line with the management of specific assets.</li> <li>– Effectively carry out the planned maintenance activities and provide specialism support for multi-sites.</li> <li>– Action the daily planning of maintenance activities.</li> <li>– Instigate a cost effective solutions for the optimal long-term operational life of plant and equipment.</li> <li>– To implement quality control systems for operational and maintenance activities and plant change to ensure that it is conducted in line with agreed management systems.</li> </ul>	<p>KPI's</p> <p>KPI Improvement</p> <p>C(O)MMS and KPI's</p> <p>Shutdown plan on time and budget</p> <p>Maintenance KPI's Internal Audit</p>
In order to	In order to optimise operational/departmental performance and efficiency

## Area five

Details	Delivery measure
<ul style="list-style-type: none"> <li>– Apply the correctly skilled maintenance team to the maintenance tasks in hand.</li> <li>– Training and development of maintenance employees to their full potential, to include development discussions.</li> <li>– Conformance of company Policy and Procedures in line with employment legislation.</li> <li>– Roles and responsibilities conveyed in a clear and consistent manger in line with the SES Strategy.</li> <li>– Manage the work force system.</li> <li>– Do things right by task and monitoring of maintenance activities and feedback on findings.</li> <li>– Stand in for the Assistant maintenance manager in periods of absence.</li> </ul>	<p>Maintenance KPI's</p> <p>PDD's Monthly HR Reports</p> <p>USay</p> <p>C(O)MMS Maintenance KPI's</p>

In order to	In order to engage and develop team and self.
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## Area six - Profitability

Details	Delivery measure
<ul style="list-style-type: none"> <li>– Ensure maintenance resources are used in the most efficient and effective manner.</li> <li>– Support the production of monthly reports on operational and Maintenance activities</li> </ul>	SES Business Strategy C(O)MMS P&L and EBIT
In order to	In order to achieve the financial targets and KPI's.

## Area seven - Legislative Compliance

Details	Delivery measure
<ul style="list-style-type: none"> <li>– Action maintenance activities so that the facility is fully compliant with the regulatory standards for safety, health and environment</li> <li>– Ensure effective control of contractors</li> <li>– Comply with safety and environmental audit and CAR resolution</li> <li>– Action maintenance of emissions monitoring equipment in line with the environmental permit and regulatory standards.</li> </ul>	CCS Scores and Internal Environmental Audit  % of outstanding  CAR's
In order to	Protect our customers, our employees, the environment and the company reputation.

## Please note

1. In line with our Values and Ethics Charter, the job holder is expected to:
  - Act in an honest, responsible and respectful manner to others.
  - Be responsible for their own professional conduct.
  - Comply everywhere and in all circumstances with the laws and regulations connected with their activities.
  - Comply with our obligations to other parties such as shareholders, associates, clients, suppliers and the community.

- Ensure the health, safety and wellbeing of employees, customers and other personnel at all times.
2. The content of this job description reflects the main duties and responsibilities of the job and are not intended to form part of the contract of employment. SUEZ may revise the content of the role and responsibilities at its discretion.