



## JOB DESCRIPTION/PERSON SPECIFICATION

A	POSITION DETAILS
	<b>DIVISION:</b> Processing – SUEZ Energy Solutions
	<b>JOB TITLE:</b> EFW Maintenance Technician – Electrical, Control and Instrument. <b>REPORTING TO:</b> EFW Maintenance Manager
	<b>GRADE:</b> 9

**‘ A FRIENDLY, SUPPORTIVE PLACE WHERE YOU’LL LOVE TO WORK’**

B	JOB PURPOSE
	The control and instrumentation maintenance technician’s role is to provide reactive and planned maintenance for all control and instrumentation activities. They will provide on site expertise on specialist equipment such as the CEMs and DCS. They should also provide cross functional support to other team members, as and when required.

C	KEY RESPONSIBILITIES – Empowered and Engaged Workforce
	<ol style="list-style-type: none"> <li>1. Perform planned and reactive maintenance activities in a competent manner and to the highest standard.</li> <li>2. All new plant installations and modifications should satisfy the latest wiring standards and regulatory requirements.</li> <li>3. Ensure calibrations and functional checks are carried out in a competent and timely manner.</li> <li>4. Be the on site expert for the continuous emission monitoring equipment (CEMs).</li> <li>5. Ensure that emission monitoring equipment is maintained to meet the requirements of BS EN 14181.</li> <li>6. Actively participate in EA and OMA audits.</li> <li>7. Provide on site expertise on the DCS/SCADA and PLC systems.</li> <li>8. Record and update maintenance records, within the computer maintenance management system (CMMS).</li> <li>9. Update electrical drawings, P &amp; IDs and O &amp; M manuals to take into account any plant modifications.</li> <li>10. Ensure stock usage records are updated and spares requirements are effectively communicated to the maintenance supervisor.</li> <li>11. Always strive to optimise plant performance, utilisation and availability.</li> <li>12. Effectively communicate any perceived plant improvements, which will have a positive impact on the business.</li> <li>13. Direct supervision of junior staff members and work as a positive influence on their career development.</li> <li>14. Direct supervision of contract personnel.</li> <li>15. Form part of a 24 hour callout rota, covering plant breakdowns out of core hours.</li> <li>16. Have a flexible approach to extended working hours, as dictated by the needs of the business.</li> <li>17. Actively participate in all training, which has been identified as an essential requirement for the role.</li> <li>18. Assist other SUEZ sites with their maintenance requirements when required.</li> </ol>



**D KEY RESPONSIBILITIES – Customer Service**

- 19. Establish effective relationships with both internal and external customers.
- 20. Form part of a 24 hour callout rota, covering plant breakdowns out of core hours.
- 21. Have a flexible approach to extended working hours, as dictated by the needs of the business.
- 22. Actively participate in all training, which has been identified as an essential requirement for the role.
- 23. Assist other SUEZ sites with their maintenance requirements when required.

**KEY RESPONSIBILITIES - Protection**

- 24. Promotion of a positive health and safety culture, through sound operational practice and adherence to safe systems of work.
- 25. Ensure personnel Health, safety and welfare and that of others is the paramount consideration, when carrying out any on site activity.
- 26. Work in conjunction with all stake holders to ensure all plant and processes are fully compliant with regulatory and contractual requirements.
- 27. Environmental impact must always be considered. Any risks identified must be managed, by application of suitable control measures.

**F KEY RESPONSIBILITIES – Profitable and Sustainable Company**

- 28. Always strive to optimise plant performance, utilisation and availability.
- 29. Effectively communicate any perceived plant improvements, which will have a positive impact on the business.

**G CORPORATE RESPONSIBILITIES**

In line with SUEZ’s Values and Ethics Charter the job holder is expected to ;

- Act in a 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 our partners such as shareholders, associates, clients, suppliers and the community

Any other duties that are reasonably requested within the scope of the job role

**H KEY KNOWLEDGE/QUALIFICATIONS/TRAINING/SKILLS/EXPERIENCE**

Higher level qualification (Degree or HND/HNC) in Electrical/Electronic Engineering.

Completion of a relevant engineering apprenticeship.

Qualified to City and Guilds level or NVQ level 3

A minimum of 4 years maintenance engineering experience in a process, steam raising or heavy engineering environment.

Process control and measurement training

DCS training (Usually conducted by OEM of onsite equipment)



CEMs hardware training specific to onsite CEMS OEM.
Regulatory monitoring requirements training (MCERTS)
PLC training to suit supplier of onsite PLC
BS 7671 : 2008 17 <sup>th</sup> Edition wiring regulations
C & G 2377 PAT testing
A suitable health and safety qualification (IOSH etc)
Experience working in a regulated business environment.
Experience working under a permit to work system.
Welding and burning experience.
Experience in using computer maintenance management systems (CMMS)

*The contents of this job description reflect 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 this Job Description/Person Specification at its discretion.*