

Aspire Job Description

Job Title: Electrician **UPRN:** ELEC

Entity: **ASPIRE DEFENCE SERVICES LIMITED (ADSL)**

Location: Larkhill – but may be required to cover the West

Reports to: Maintenance Supervisor

Key Purpose of the Role: To undertake the installation, maintenance and repairs of electrical wiring, equipment and fixtures as part of a highly skilled maintenance support function within the Garrison. Responsible for undertaking New, Reactive or PPM tasking.

Key Responsibilities:

- Undertake electrical installation and reactive work to the required standard and in line with any documentation provided
- Undertake maintenance and repairs of electrical wiring, equipment and fixtures when required
- Diagnose and repair electrical problems, including fault-finding, rewiring, and monitoring
- Assess the parts needed for a job and place orders for those parts
- Conduct routine maintenance and testing on commercial and domestic electrical systems, and ensure installations are to manufacturer standards, including in fire alarms and security systems
- Rewire faulty electrical systems, such as lighting, heating systems, and alarms
- Ensure good quality workmanship which upholds company standards, complies with building codes, and follows safety requirements.
- Work alone to find and present faults and concerns in electrical systems without receiving explicit direction
- Provide exceptional customer service and answer any customer questions
- Attend and resolve any reactive tasking as directed by line management
- Ensure acceptable standards of productivity and workmanship are maintained in the execution of work
- Ensuring the recording of all maintenance works when completed are posted through the appropriate, equipment, systems and documentation as required by the Company Management System
- Work as part of a team to deliver an efficient and effective service to the client, customer and stakeholders
- Ensure that all areas of areas of personal responsibility adopt and utilise ADSL QHSE policies and procedures
- Not to interfere or misuse anything provided in the interests of Health and Safety or protection of the environment

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- Reporting of all Health and Safety defects, near misses, dangerous occurrences and spillages to the ASPIRE Helpdesk
- Take all reasonable precautions to ensure the health and safety of themselves, ADSL employees, customers or members of the public is not affected by their activities
- Carry out such duties as may be reasonably required from time to time by the Line Manager or other Senior Managers

Qualifications

Essential:

- IEE Wiring Regulations 18th Edition
- Full (UK) Valid driving license

Desirable:

- Recognised electrical apprenticeship
- Manual Handling

Experience & Knowledge:

Essential:

- Proven experience of working as a qualified electrician
- Experience with fault finding
- An understanding of safe systems of work
- Must have or be eligible to obtain MoD security clearance
- Industrial, Commercial, Domestic building services experience

Desirable:

- Proven experience of working in a maintenance environment
- Possess working knowledge of IEE regulations, City & Guilds 2360 and 2382 qualifications.
- An understanding and working knowledge of other disciplines within a multi task delivery service
- Carried out testing and maintenance activities on Emergency Lighting equipment
- Working knowledge of a MOD or military environment
- Proven experience on the use of hand-held PDA equipment
- Working knowledge of BMS and AHU systems

Skills:

- Operates effectively as a competent person
- Understands the needs and implications of RAMS
- Understands the requirement of Safe Systems of work
- Effectively manage daily workload
- Ability to work on their own proficiency and carry out electrical

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installation work without immediate supervision in the most efficient and economical manner

- Ability to set out jobs from drawings and specification, and requisition the necessary installation materials
 - Ability to accept responsibility for the proper completion of jobs and if required, supervise other operatives
 - Can demonstrate a customer focused, proactive 'can do' attitude, flexible approach to working and can work as part of a team
 - Problem solving & decision making
 - Self-disciplined and able to use own initiative
 - Good communication & interpersonal skills (written & verbal)
- Ability to act in a professional manner, with absolute discretion

Date: 28 August 2019