

## Aspire Job Description

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**Job Title:** Electrician **POSITION ID:** ELEC495

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

**Location:** Larkhill

**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
  - Reporting of all Health and Safety defects, near misses, dangerous occurrences and spillages to the ASPIRE Helpdesk
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- 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 18<sup>th</sup> 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 installation work without immediate supervision in the most efficient and economical manner

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- 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:** 18 October 2019