

## Aspire Job Description

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<b>Job Title:</b>	M&E Ventilation Engineer	<b>POSITION ID:</b> MSM&E854
<b>Entity:</b>	<b>ASPIRE DEFENCE SERVICES LIMITED (ADSL)</b>	
<b>Location:</b>	Tidworth	
<b>Reports to:</b>	Maintenance Supervisor	
<b>Key Purpose of the Role:</b>	To undertake a professional service to our clients working on a varied selection of HVAC and M&E Systems and control systems within the Garrison	
<b>Key Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Working on heating and ventilation and air conditioning within a reactive and planned maintenance environment</li> <li>• Fault finding and repairs</li> <li>• Ensuring good relationships with customers</li> <li>• Carry out all mechanical and electrical repairs to plant in accordance with schedules</li> <li>• Responsible for completing proactive inspections and any required remedial repairs encompassing either plumbing, electrical, heating, ventilation installations,</li> <li>• Ensure good quality workmanship which upholds company standards, complies with building codes, and follows safety requirements</li> <li>• Work alone to find and present faults and concerns in electrical systems without receiving explicit direction</li> <li>• Provide exceptional customer service and answer any customer questions</li> <li>• Attend and resolve any reactive tasking as directed by line management</li> <li>• Ensure acceptable standards of productivity and workmanship are maintained in the execution of work</li> <li>• 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</li> <li>• Work as part of a team to deliver an efficient and effective service to the client, customer and stakeholders</li> <li>• Ensure that all areas of areas of personal responsibility adopt and utilise ADSL QHSE policies and procedures</li> <li>• Not to interfere or misuse anything provided in the interests of Health and Safety or protection of the environment</li> <li>• Reporting of all Health and Safety defects, near misses, dangerous occurrences and spillages to the ASPIRE Helpdesk</li> <li>• 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</li> <li>• Carry out such duties as may be reasonably required from time to time by the Line Manager or other Senior Managers</li> </ul>	

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### Qualifications

#### Essential:

- C&G in heating, Ventilation and Refrigeration
- Full (UK) Valid driving license
- Air conditioning small systems qualification
- FGAS qualification

#### Desirable:

- Qualified within electrical and mechanical 2391 or 2394/5 Testing and Inspection Certificate

### Experience & Knowledge:

#### Essential:

- Proven experience as an M&E maintenance engineer
- Relevant experience in Building Services Engineering across a variety of sectors
- Previous HVAC Industry experience
- Proactive individual who takes initiative and is able to work within a team, but interactive on a wider business scale
- Able to manage a challenging and varied workload whilst assisting team members when required

#### Desirable:

- Previous experience in a FM environment
- An understanding and working knowledge of other disciplines within a multi task delivery service
- Working knowledge of a MOD or military environment
- Proven experience on the use of hand held PDA equipment

### 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
- 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

November 2021

### Date:

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