

JOB DESCRIPTION & PERSON SPECIFICATION



JOB TITLE: SENIOR MAINTENANCE ENGINEER

REPORTING TO: OPERATIONS MANAGER

SALARY: £45-50k Depending on Experience

KEY RELATIONSHIPS Supervisors, Production Manager, Operations Manager and department managers across the site, Quality, Technical and NPD, approved external contractors.

ROLE:

As a multi skilled maintenance engineer you will be responsible for all equipment, processes and controls within the plant. You will be expected to support your team and production colleagues in ensuring down time is minimised through preventative action and prioritising break downs. You will advise on technical issues, resolve and share best practice to reduce recurrence. Working in collaboration with your engineering and production colleagues, you will strive to continually improve the maintenance service.

KEY TASKS:

- Monitoring equipment and plant performance and following maintenance plans, carry out planned routine and non-routine maintenance tasks which will ensure plant performance is maintained at a high level.
- Provide reactive maintenance support to the production operation to BRC standards
- Perform Engineering corrective actions to support the Production Team in ensuring that safe product is produced in line with legislation and Food Quality standards
- Contribute to effective handover by relaying all information on the day's activity to the next shift.
- Maintain communication with operators in all departments to ensure any potential maintenance issues are highlighted and addressed at the earliest opportunity
- Ensure appropriate "hand-back" procedures are followed both prior to and immediately following maintenance work that is carried out on any operations equipment where there is the potential for product contamination.
- During equipment inspection or following maintenance work, report any conditions which may adversely impact on finished product quality
- Actively identify and implement plans to eliminate unnecessary losses such as cost, waste, and inefficiencies
- Assist NPD and Production Team in setting up for new products and processes
- Maintain adequate spares stock and re-order parts as required
- Negotiate and agree service contract terms & conditions for key production equipment
- Agree Service Engineer call intervals for non – contractual equipment & make all necessary arrangements for planned visits
- Liaise with Evening Shift Engineer to agree priorities, actions required, etc
- Liaise with all sub -contractors on site to ensure all work completed safely and to required standards
- Manage and undertake the maintenance of all site fixtures & fittings to include electrical, plumbing & domestic appliances. Co-ordinate site repairs to Insurance requirements.
- Carry out regular water sampling tests on cooling towers, maintaining records as required
- Ensure adequate maintenance of all gas appliances and fire equipment
- Carry out repairs using fabrication equipment
- Ensure refrigerated vehicle fridge units are working correctly & arrange service and repairs

- Champion a safe working culture and ensure compliance with all health and safety policies / procedures and safe systems of work.
- Maintain focus on workplace safety, ensuring all activities are carried out in accordance with safe working procedures, control measures identified via risk assessment and COSHH assessment, etc
- Observe, act and immediately report any issues that may pose a threat to a safe working environment
- Ensure that the circumstances of any accidents or incidents are recorded in detail, reported via specified methods and that any supporting documentation is completed promptly, including any statutory returns.

General

- Observe all Company Procedures at all times.
- 07:30-17:00 Mon – Fri (Flexibility required)
- Saturday Overtime (when needed & during peak periods)
- Have a flexible and positive approach to the role.
- Any other duties reasonably requested by Operations Management

New developments and changes to customer requirements mean that processes and their associated tasks and functions do not remain static. In order to remain flexible, responsive and competitive, T.S Foods Ltd reserves the right to adapt roles and responsibilities in response to operational changes and there is a reasonable expectation of adaptation to new or modified working methods as required.

Criterion	Essential	Desirable
Job Requirements	A level of agility is required to permit access to all areas of plant and equipment Ability to work at heights and in confined spaces	
Qualifications and Training	NVQ Level 3 or Time Served Electrical or Mechanical Demonstrate competent numeracy and literacy skills Competent knowledge of MS Office (Word and Excel)	17 th or 18 th Edition wiring regulation qualification HNC/HND (or equivalent) in an Engineering Discipline Accredited cross trade qualification English, Maths, Chemistry and/or Physics - GCSE/O Level Grade C or above or equivalent

General Knowledge	<p>Detailed knowledge of manufacturing equipment and/or processes and of the safety requirements in the maintenance and repair of same</p> <p>Knowledge of safe working practices and what constitutes a safe place of work</p>	<p>Knowledge of equipment and processes within the food production environment</p>
Specialist Knowledge	<p>Ability to read mechanical and electrical drawings</p> <p>Knowledge of equipment to include: - Motor overloads / contactors Variable speed drives Diagnostics and repair abilities of various electrical and automation systems PLC' Electronic circuits, panel building, PLC wiring Modifying and updating panel drawings Air compressors/dryers Pumps and mechanical seals Pneumatic systems, actuated valves Mechanical drive systems, gear boxes/ conveyors Hydraulics</p>	<p>Knowledge of equipment to include: - Refrigeration systems Vacuum packing equipment</p> <p>Have experience using a Maintenance ERP system</p>
Experience	<p>Minimum of 15 years recent and relevant work experience within a production or manufacturing environment</p>	<p>Relevant experience in chilled/ frozen food manufacturing and production</p>
Skills and Abilities	<p>Good communication skills Able to maintain accurate records Able to display initiative and apply problem solving and planning skills Able to work unsupervised Able to work as part of a team Able to recognise their own skills limitations which can be enhanced through training</p>	
Behaviours	<p>Meticulous attention to detail Committed to quality Self-motivated and Teamwork oriented Flexible and adaptable to change Demonstrate trust and respect for others Leadership skills</p>	

Circumstances	Flexibility required outside core work hours and stay on a job until completion Overtime maybe required to facilitate colleague holidays and absence when necessary Flexibility for shift team change may be required to improve team skills balance	
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