



## VACANCY NOTICE

"We aim to recruit for attitude & train for skill in line with our Serotec People Philosophy and accelerator behaviours."

<b>Job Title:</b>	Advanced Level Maintenance Technician (Facilities)
<b>Job Family:</b>	Maintenance
<b>Serotec Site:</b>	Wincaster House
<b>Hours:</b>	Double Day rotation AM Shift and PM Shift
<b>Reporting To:</b>	Facilities Manager
<b>Pay Rate:</b>	£19.95

### **Main Purpose of The Position:**

To ensure all new and existing facilities are maintained/monitored and installed in accordance with the relevant regulations and in accordance with company Health and Safety standards and supporting with plant/machines stoppages in a timely and efficient manner to ensure production needs are met on a 3-shift basis.

### **Job Summary:**

Advanced Technicians have critical theoretical and technical knowledge to mentor and coach others within the team. They are consultants within their specialism, providing innovative improvements in complex and unpredictable situations.

### **Core Duties:**

- To maintain all relevant department/H&S statutory documentation.
  - Report immediately all potential deviations from maintenance/statutory.
  - To respond to equipment/plant stoppages in a timely and efficient manner.
  - All repairs to be dealt with on a first-time fix basis.
  - To carry out the periodic maintenance checks on all facilities in accordance with maintenance schedules to comply with H&S/Insurance regulations.
  - Ability to prioritise/plan tasks to ensure efficient use of time allocated.

- Flexible approach to working and ability to change priority when required.
- Must possess a proactive work attitude with ability to assess tasks/order parts and plan work through to completion.
- Must be able to work as an individual and a Team member with good teamwork ethic assisting in team member development.
- Must possess a confident approach with ability to communicate clear and concise information.
- Must on all occasions complete required reports as per requirements.
- To ensure that all facilities/equipment are maintained in good working order to schedules, reporting and recording any problems to the department heads.
- To ensure all facilities/equipment are functioning and in a safe condition on completion of task before handing over.
- To ensure that all departures from schedules are reported to the department heads.
- To report all plant and facilities needs to the Plant Engineering Co-ordinator.
- To maintain maintenance systems and support in development.
- To ensure that Health and Safety at Work Rules and Regulations are always adhered to.
- To always maintain good housekeeping standards.
- These duties are not 'limited' or 'fixed' and you may be required to take on additional reasonable responsibilities as our business needs change.
- Must be willing to train/share knowledge in necessary skill sets where required to develop team capacity.
- To assist with installation of equipment/facilities supporting NPI as required.
- To support plant maintenance team when required.
- To support in the training/development of L1 facilities team members.
- To support the mentoring of apprentices.
- Must be qualified in Electrical and Mechanical principles to an equivalent of C&G L3 with minimum 3 years' experience in this role.
- Must be able to support production needs in a breakdown situation.

### **Min Requirement for Role Attainment:**

- Demonstration of core competence in a minimum of two disciplines, i.e. robotics, mechanical, electrical
- Train the Trainer
- Demonstrable knowledge of problem-solving methodology
- Demonstrable cost saving mentality
- Demonstrable continuous improvement mentality in line with tooling, equipment, and processes.
- Demonstrable ability to influence outside of maintenance environment.
- Siemens S7 qualification or equivalent
- Fanuc / ABB qualification or equivalent
- Demonstration of advanced level equipment knowledge, i.e., Zani

## How To Apply:

Please apply for this vacancy via email attaching a CV, stating the reason you are applying and why you feel you would be suitable for this position. Please note only electronic applications will be considered and a copy of the full Job Description available upon request. Please note, if invited for an interview, please, out of courtesy, make your current line manager aware.

This can be sent to Natalie Warrington (HR) [natalie.warrington@sertec.co.uk](mailto:natalie.warrington@sertec.co.uk)

## Closing Date:

**Wednesday 10<sup>th</sup> April 2024**

“Sertec strive to create a welcoming and collaborative environment where all our employees can bring their authentic selves. We show respect and care towards one another and work together to create a safe and collaborative environment where all thoughts and opinions are welcome.”

## Our Company Benefits:

- 10% off Anytime Fitness
- 25 days holiday plus 8 public/bank holidays
- Early finish on a Friday
- Company pension scheme
- Employee recognition schemes
- On site parking
- Access to learning and development courses
- Employee Assistance Programme
- Challenging but highly rewarding career
- Loyalty days
- Shift allowance

**S**uccessful **E**mpowering **R**esponsive **T**eamwork **E**njoyment **C**ommitment