

Job Description

Directorate:	GETH		
Service:	Public & Integrated transport		
Location:	Bamber Bridge		
Salary range:	£32,061 - £36,363	Grade:	7
Reports to:	Fleet Supervisor	Staff responsible for:	n/a

Job purpose and scope

The purpose of this position is to provide technical expertise & support to Lancashire County Councils large and varied fleet and to those outside organisations for whom LCC fleet services carry out vehicle maintenance work including Lancashire Fire & Rescue service.

The team is tasked with providing full fleet maintenance support based from 5 workshops around the county and mobile attending customers premises and roadside. Duties range from MOT preparation & servicing to fault diagnostics & Modification and everything in-between. We operate a varied fleet including but not limited to small cars, plant, vans, busses, trucks, gritters and blue light vehicles.

Your responsibility's will involve working with your team supervisor to provide time & cost-effective solutions to keep Lancashire's front-line services moving. You will be carrying out repairs, fault diagnosis and maintenance to specialist vehicles and equipment operated by customers performing statutory services including LFRS.

As demand for services or the operating model of fleet services changes, the post may be mobile or based at any location within Lancashire.

Accountabilities/Responsibilities

- Ensuring work is carried out to correct standards and specifications and is compliant with all statutory regulations and requirements.
- Workshop/work area health and safety.
- Workshop/ work area housekeeping.
- Knowledge & understanding of inspecting and preparing vehicles to DVSA standards.
- Knowledge & understanding of machinery in association with the repair and maintenance of vehicles and plant.
- Knowledge & understanding of diagnostic equipment & techniques to aid in repair of faults and breakdowns.
- Staying up to date with industry changes and attending training provided by LCC.
- Provide accurate & detailed, digital and written records of all jobs completed.
- Provide input and feedback into day-to-day workshop operations and vehicle maintenance.
- Liaise with customers and supervisors, keeping them updated on vehicle progress.

Other

- **Equal Opportunities**
We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
- **Health and safety**
All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.
- **Customer Focused**
We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.
- **Safeguarding Commitment**
We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.
- **Skills Pledge**
We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.

Our Values

We expect all our employees to demonstrate and promote our values:

- **Supportive**
We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.
- **Innovative**
We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.
- **Respectful**
We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.
- **Collaborative**
We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification

All the following requirements are essential unless otherwise indicated by *

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications

- NVQ Level 3 or equivalent in relevant engineering discipline
- Time served apprenticeship in vehicle repair*
- 4 GCSE passes or equivalent including English and Maths
- IRTEC licence*
- MOT tester qualification*

Experience

- Repair and maintenance of vehicles.
- Electrical and mechanical diagnostics.
- Inspection and preparation for vehicles for test.
- Repair & maintenance of blue light vehicles.*
- Repairing & maintaining light vehicles and light commercials*
- Repairing & maintaining heavy plant, machinery & equipment*
- Repair & maintenance of HGV's*
- Repair & maintenance of Passenger carrying vehicles*
- Carrying out lifting equipment servicing & repairs including LOLER inspections*
- Hydraulic system operation and repairs*
- Fabrication and welding*

Essential knowledge, skills & abilities

- Computer use and experience, windows and Microsoft*
- Good communication skills
- Knowledge of Health and Safety with emphasis relating to vehicle workshops and maintenance operations, COSHH, HAVS, PPE and risk assessments.
- Mentoring junior staff and apprentices
- LGV Licence/ PCV licence*

Other essential requirements

- Commitment to equality and diversity.
- Commitment to health and safety.

- Display the LCC values and behaviours at all times and actively promote them in others.
- Commitment to undertake further relevant training
- Commitment to undertake training for additional driving entitlements (C & D1 minimum) and driver CPC and holding any required cards/permits (eg CPC and Tachograph)
- Commitment to undertake any required site-specific training/inductions
- Commitment to undertake any internal and external training where identified by line manager.
- Participation in out of hours service if required
- Commitment to undertake overtime as service requires.
- A flexible approach to working to suit requirements of business and customers.
- Full UK category B driving licence (Manual transmission)