

Key Role Statement

Job Title:	Maintenance Engineer
Responsible to:	Maintenance / Engineering Team Leader
Responsible for:	Maintenance and engineering
Direct Reports:	Engineering Team Leader

Role Purpose:

To carry out maintenance work requirements for machines and equipment, plant and buildings to recognized standards.

Key Tasks:

1. To carry out all planned maintenance tasks to set standards.
2. To carry out safety checks of machines, equipment and plant and complete periodic safety records.
3. To undertake tasks required for the installation of machines, plant and equipment to working standards.
4. To respond to and provide an immediate maintenance service.
5. To make, fabricate and assemble special purpose parts and equipment.
6. To complete job cards for the costing of machine maintenance.
7. To raise requisition orders for spare part requirements using Navision obtaining value for money.
8. Along with the Team identify specific Team and Work area problems and assist in implementing improvement plans.
9. Along with the Team maintain effectiveness of Team and Area performance.
10. To carry out the role of other team members as required.
11. To maintain good housekeeping.
12. To assist and support other teams in their quest for improvement.
13. Weekly sprinkler maintenance.
14. Maintain and record water treatment as company procedures and L8.

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Objective Performance measures

Areas	Indicators
Adherence to plan	Time plan Gantt chart
Cost control	Adherence to budget
Performance	Adherence to specification Adherence to planned output
Customer satisfaction	Positive customer feed back Quality complaints