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JOB DESCRIPTION

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|---|------------------------------------|
| Office site: Head Office | Location Mobile Engineer |
| Position title: Engineer | Date: May 2008 |
| Reports to (Title): Engineering Manager | Approved by: MD |

1. Summary of role

- Fire Services Engineers
- Security Engineers
- Electrical Testing Engineering

2. Duties and Responsibilities

- To provide a high level of maintenance and customer care
- To promote the company's excellent service levels and reputation
- To liaise with the Engineering Supervisor and the Super Administrator to ensure smooth operations for the company
- To carry out routine maintenance on all disciplines (after training)
- To ensure all Health & Safety requirements are adhered to at all times
- To cover emergency call outs if required
- To ensure tools and spares are correct and the stock levels are maintained
- To ensure company vehicle is serviced, maintained and cleaned
- To carry out specific duties as directed by the company's management from time to time

3. Unique Skills and Competencies

- Sound technical knowledge of Fire & Security products and systems
- Good understanding of BS, NSI (NACOSS), BAFE, FETA and IEE requirements
- Good knowledge of Health & Safety requirements
- Communication, organisational and interpersonal skills
- Full UK driving licence
- Understanding of Health & Safety requirements

4. Reporting

| | |
|--------------------|---|
| Daily | <ul style="list-style-type: none"> • To liaise with Supervisor and report figures and working area • To ensure all survey sheets and paperwork are returned to office |
| Weekly Contacts | <ul style="list-style-type: none"> • To report weekly figures and jobs completed to Supervisor • Internal staff, Engineers, Engineer Supervisors, Suppliers and Customers |

The above Job Description may change subject to the needs of the business and a new version will be given to the individual.