**SELWOOD LTD**

**POSITION DESCRIPTION:**

**Mobile Electrician**

**DEPARTMENT:** Pump Hire

**LOCATION:** Branch Dependant

**POSITION PURPOSE:** To maintain, install, service and repair electrical and mechanical equipment between branches and customers sites in a safe, professional and efficient manner.

**MAIN RESPONSIBILITIES:**

1. Carry out electrical installation work efficiently in accordance with the National Working Rules for the Electrical Contracting Industry, the current I.E.E. Regulations for Electrical Installations, and the Construction Industry Safety Regulations.
2. Maintain, install, service and repair electrical/mechanical pump sets, plant and site equipment within the hire fleet and also any customer units as required to the required legislative standards.
3. Produce reports and estimates to repair set units and advise on safety issues as necessary.
4. Ensure necessary Risk Assessment/ Method Statements are documented and completed or adhered to. Ensure they are properly communicated and followed.
5. Acknowledge and adhere to site specific requirements specifically Health & Safety procedures.
6. Ensure that all on-site installations are carried out to comply with current C&G 2382 (18th Edition) Wiring Regulations.
7. Be able to set out jobs from drawings and specifications and requisition the necessary installation materials.
8. Be able to accept responsibility for the correct completion of jobs.
9. Update relevant databases ensuring accuracy of the information.
10. Submit accurate mileage readings every time the vehicle is filled up with fuel.
11. Maintain excellent internal and external Customer relations by displaying politeness, respect and co-operation with Staff, Customers, and members of the public or other road users alike. When on site act as an ambassador of Selwood Limited, promoting both the Company brand products and image.
12. Communicate accurately to your immediate line manager, work colleagues and customers regarding certain job specifications when required, e.g. ETA’s, missing and damaged items. Obtain signatures, full name, date and times when delivering and collecting.
13. Ensure branded work clothing is always worn and to comply with all PPE requirements either by Selwood or specific customer site regulations.
14. Carry out any specific tasks as detailed by your immediate line manager in accordance with the Company Policies and Procedures.
15. Depending on the need of the business you may be required to take part on call outs and be on the rota either regularly or on the ad-hoc basis.

The main responsibilities are outlined above. This is not a definitive list and other tasks / activities may be necessary, as the Company’s commercial activities require.

**QUALIFICATIONS & EXPERIENCE:**

**Essential:**

* Full clean driving licence (no more than 6 points)
* Proven experience of electrical & mechanical repair and installation
* NVQ Level 3 in Electrical Installations
* IEE Wiring Regulations 18th edition (BS7671 2008 (2011))
* AM2 (Achievement measurement 2)
* ECS Gold Card

**Preferred:**

* Experience in similar industry, preferably within the construction/pump industry.
* Experience working as an Electrician subsequent to the satisfactory completion of training and immediately prior to the application.

**Statutory Requirement:** Each employee must ensure that all tasks are carried out within the Company’s Health and Safety Policy, and any relevant Codes of Practice, including COSHH sheets and other instructions, to minimise risk to themselves and other personnel and that good housekeeping applies at all times.