Mechanical Maintenance Supervisor

FACILITIES ‐ Estates Operations

PERSON SPECIFICATION

Vacancy ref: 0724-24

|  |  |  |
| --- | --- | --- |
| Criteria | Essential/ Desirable | Application Form/ Supporting Statements/ Interview  \* |
| Appropriate technical qualifications and recent relevant experience including work on Industrial Heating and Plant | Essential | Application Form |
| City and Guilds certificate in Mechanical Engineering discipline or Plumbing, or BTEC/NVQ equivalent. | Essential | Application Form |
| Gas Safe registered | Desirable | Application Form |
| Time served plumbing or mechanical engineering / fitter apprenticeship or modern equivalent. | Essential | Application Form |
| IOSH Managing Safely certification. | Desirable | Application Form |
| Knowledge and experience of industrial district heating & HVAC systems. | Desirable | Supporting Statements/Interview |
| Able to enthuse and motivate others, achieving results through others without necessarily using line management  authority. | Essential | Supporting Statements |
| Intermediate level computer skills to enable usage of  helpdesk and SharePoint, word processing and excel software. | Essential | Application Form |
| Knowledge of health, safety and welfare appropriate for  supervision and working with mechanical systems. | Essential | Supporting  Statements/Interview |
| Ability to analyse situations for health, safety or welfare hazards and undertake risk assessment to control works, and  where necessary formulate safe systems of work. | Essential | Supporting Statements/Interview |
| Previous experience of working with customers / members of the public in a busy service environment. | Essential | Supporting Statements/Interview |
| Ability to prioritise workloads to meet deadlines and conform  to service level agreements. | Essential | Supporting  Statements/Interview |
| Ability to work within a multi‐disciplined team and coordinate  servicing contractors but also able to work on own initiative. | Essential | Supporting  Statements/Interview |
| |  |  |  | | --- | --- | --- | | Commitment to undergo further training through operational  requirements and personal development. | Essential | Application Form | | Essential | Supporting Statements/Interview |
| Experience of permit to work systems. | Desirable | Supporting Statement |

* **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
* **Supporting Statements** ‐ applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
* **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.