

Job Description

1. Job details:
Job Title: Mechanical Maintenance Technician
Reports to (job title): Maintenance Team Leader
2. Purpose of the job:
Reporting to the Maintenance Team Leader, the key contribution of the Mechanical Maintenance Technician is to maintain effectively and efficiently anything on site, this will could include repairs and installations.
3. Key results expected from job:
<ul style="list-style-type: none"> ➤ Responsibility for own HSE performance. ➤ Following all safety rules, leading by example and enforcing HSE standards as required. ➤ Ensuring attendance at HSE Meetings, if requested and as required. ➤ Ensuring full reporting of hazards, near misses, incidents and unsafe behaviours. ➤ Ensuring a high standard of housekeeping is maintained in the office environment. ➤ Designing maintenance strategies, procedures and methods. ➤ Carrying out routine scheduled maintenance work and responding to equipment faults. ➤ Diagnosing breakdown problems. ➤ Fitting new parts and making sure equipment is working correctly. ➤ Carrying out quality inspections on jobs. ➤ Liaising with client departments, customers and other engineering and production colleagues. ➤ Arranging specialist procurement fixtures, fittings or components. ➤ Controlling maintenance tools, stores and equipment. ➤ Monitoring and controlling maintenance costs. ➤ Dealing with emergencies, unplanned problems and repairs. ➤ Improving health and safety policies and procedures. ➤ Working with specialist equipment, such as programmable logic controllers (PLC), which control machinery on factory assembly lines. ➤ Writing maintenance strategies to help with installation and commissioning guidelines. ➤ Ensuring there is continuous cover of the machinery and equipment in case of breakdowns.
4. Challenges and complexity:
<p>The challenge facing the Mechanical Maintenance Technician is dealing with production and maintenance issues to ensure the company and its processes work as efficiently and as safely as practicable.</p> <p>The post demands the ability to communicate effectively with a wide range of people from a variety of backgrounds. The job requires a logical and analytical approach and interpersonal skills together with an understanding of the business needs.</p> <p>Due to the scope of work covered, the ability to multi-task and prioritise is key in order to deliver against challenging targets and tight schedules.</p> <p>The post holder will also require a degree of specialist knowledge about mechanical operations and an understanding of engineering drawings.</p>

5. Experience & expertise (refer to the job not the incumbent):

- IT skills (MS Office packages)
- Minimum of NVQ2 in Plant Operations, Maintenance or similar
- Strong organisational skills with the ability to multi-task and prioritise work to deadlines
- Ability to read and understand Engineering drawings and schematics
- Attention to detail and problem-solving skills

6. Magnitude:

IFG Drake is part of the International Fibres Group, IFG and is a leading worldwide manufacturer of polypropylene, polyethylene, polyamide fibre and filament yarn.

The role of the Mechanical Maintenance Technician may work at either site when required (Leeds and Huddersfield).

7. Skills and Competencies:

- Bias for action - does things before being asked to or forced to by events.
- Personal behaviours and leadership – sets examples for others to follow.
- Partnership and team working – working with others in producing a pragmatic approach to office and organisational solutions.
- Taking the lead - Willingly takes the lead when challenges occur.
- Taking the lead - Coaches others to help their development.

Line manager's name & signature

Job holder's name & signature
