

North Midlands Operations – Job Specification

Job Title:	Electrician
Reporting to:	Maintenance Chargehand
Salary:	£38,530.89 - £42,416.34
Location of Role:	Wolverhampton, West Midlands, WV1 1QB

Job Purpose:

To contribute to the preventative maintenance and defect rectification on all plant and equipment. To provide an electrical fitting service throughout the plant and to assist in other disciplines. Implement a culture of continuous improvement.

Role & Key Responsibilities

- Carry out planned maintenance activities in accordance with the maintenance schedule and report any irregularities.
- Work under the supervision of the Maintenance Manager and maintenance charge hand.
- In the absence of the Maintenance Chargehand and the Maintenance Manager, liaise with the Operations department each morning, review the overnight log entries, and prioritise work as required.
- In the absence of the Maintenance Chargehand and the Maintenance Manager, ensure all work either planned or reactive is safely assessed before work commences and safety standards are maintained throughout.
- Maintain and test all LV electrical systems.
- Assist in the Implementation and monitoring of a preventative maintenance schedule.
- Assist in completing the scheduled operations programme for proving plant securities and equipment changeover routines, while ensuring tests are carried out and successful results recorded on Altair or job sheet.
- Effectively react to changes in circumstances and unplanned emergencies in relation to Plant and equipment in a safe and efficient manner. Overtime working may be requested.
- Assist other operation and maintenance personnel as required.
- Assist, prepare, and liaise with contractors as the need arises.
- Assist in the preparation of the planned outage using excel template, Altair or any other support provided.
- Report any jobs and finding on Altair, and report to the plant manager any emergency job.
- Use of workshop tools, hand tools, power hand tools, lifting equipment, etc.
- Carry out minor welding repairs when required.
- At all times carry communication devices and two-way radios to facilitate immediate response to emergencies.
- Ensure plant cleaning schedules are fulfilled to a satisfactory standard.
- Source, order, and purchase spare parts within allocated budget limits.
- Report when stock levels are at re-order level for all items of spares and consumables.
- The jobholder will also be required to carry out other ad hoc duties that are necessary.

Health & Safety

- Demonstrate safe working practices in line with the Company's Health and Safety procedures/policy and all Company policies.
- Active involvement in fire drills and evacuation exercises.
- Reporting to the relevant levels of management any contravention of statutory and NMOL Safe working practices, this includes reporting accidents and incidents.
- Work within the requirements of the Company's Permit to Work (PTW) system. Highlight any necessary changes required within Plant Operating Instructions (POI's), and Risk Assessments.
- Build and maintain strong working relationships with all departments.

- The above duties are not exhaustive. The job holder will also be required to carry out other ad hoc duties that are necessary.

Competencies / Qualifications / Experience / Skills:

- City and Guilds 236(0), part 1&2/ an NVQ level 3, or equivalent Electrical engineering recognised apprenticeship C&G 5357.
- Practical experience of electrical work ideally including small power and lights, control wiring to PLC/DCS systems, motors over 15kVA (including testing), circuit and cable tracing, working at heights, and fault finding.
- Attention to detail with the ability to effectively interpret data.
- Basic IT skills, primarily in Microsoft Word and Excel.
- Ability to work on own initiative.
- Ability to read technical drawings.

Additional competencies desirable:

- 18th edition wiring regulations
- IOSH working safely
- Confined space awareness
- Forklift truck and MEWP license
- Abrasive wheels
- Pendant crane operation
- Rigging & slinging HV operational safety or similar is desirable but not essential

Application details

Please send a cover email and CV to the Group HR department: hr@northmidlandsoperations.co.uk

We would politely request no agencies please; we do have existing arrangements with agencies who perform an excellent service, but we maintain several approaches to the recruitment of new staff, and we are not looking for any new agencies at this time.