

JOB TITLE: VEHICLE MECHANIC APPRENTICE

SERVICE: ECONOMY AND ENVIRONMENT

SERVICE AREA: TECHNICAL & PROPERTY SERVICES/ TRANSPORT SERVICES

RESPONSIBLE TO: WORKSHOP MANAGER

POST OBJECTIVE:

To learn the trade and skills of a Vehicle Mechanic/Fitter for the maintenance of municipal vehicles and plant, assist in the provision of an effective and efficient service to our many clients.

DUTIES:

The post holder will be responsible under supervision, for:

1. Cleaning of vehicle and machine interiors, exteriors, engines and engine components.
2. Examination of vehicle and machine Systems.
3. Periodic servicing of vehicle and machines.
4. Replacement and replenishment of components and units.
5. Identification and repair of faults in vehicles, machine components and systems.
6. Implementation of diagnostic tests.
7. Evaluate information and data interpretation of technical information.
8. Correct use of tools and equipment.
9. Maintain personal, public, and workplace cleanliness to protect against all hazards to themselves and all others.
10. To maintain and develop relations with customers and clients.
11. To work within the requirements of the Health and Safety at Work Act
12. Any other work as required by Management, which is commensurate with the responsibilities of the post.
13. As an employee of the Authority to be responsible for the implementation of the Council's Equal Opportunities Policy.

PERSON SPECIFICATION

JOB TITLE:

VEHICLE MECHANIC TRAINEE

DIVISION:

TRANSPORT SERVICES

Key: E = Essential Recruitment- without which the candidate would be unable to carry out the duties of the post.

D = Desirable Features -which would normally enable the successful candidate to perform the duties and tasks better and more efficiently than one who did not have the qualifications, training, experience, etc.

EDUCATION/TRAINING

1. Pass Tameside M.B.C. Occupational Test. E
2. GCSE Level C Maths & English D

SKILLS/KNOWLEDGE

1. Be able to carry out colour identification of wires, paint etc. E
2. Be capable of carrying out instructions accurately and methodically E
3. Be able to demonstrate a knowledge and understanding of mechanical and or electrical components. D

PERSONAL QUALITIES

1. Be physically capable of working in confined and awkward spaces. E
2. Able to work as a member of a team. E
3. Must possess a can do attitude to work E