

Job Description

Job Title	Maintenance Technician - Mechanical
Job Holder	Vacancy
Reports To	Maintenance Manager
Location	Billingham
Date	Aug 2019
Grade	30 to 31

Job Purpose

Carry out day to day maintenance activities on the Billingham site as part of a multi-skilled maintenance team. Reporting to the Maintenance Manager and working closely with the maintenance planning team, the individual will perform routine planned works and respond to breakdowns within cGMP assets and all support facilities.

Dimensions

Turnover	£100 million
Site Numbers	500
No of staff reporting to individual	None
Forward work plan	Up to six months

Principal Accountabilities: Grade 30

1. Ensure that maintenance work complies with statutory and local Engineering standards and requirements, using own knowledge and the support of other engineers.
2. Perform fault diagnosis, maintenance and servicing work safely and efficiently in accordance with manufacturers' instructions. Read and extract information from engineering drawings, specification diagrams and maintenance manuals.
3. Prepare the work area for maintenance of plant, systems or components. Reinststate the work area after completing the maintenance of plant, systems and components. Conduct safe and effective hand over of plant and equipment to others and accept and confirm responsibility for the control of plant and equipment within the work area isolation boundary.
4. Use site cGMP systems and the SAP system to ensure all maintenance documentation is completed and archived in accordance with site procedures.
5. Work within the on-demand system to respond flexibly to changing priorities. As part of the maintenance team, it is expected that support will be provided out of core hours, this includes the requirement to respond to emergency call outs where necessary.
6. Use the Engineering planning system, report progress and give accurate updates to engineering colleagues and planners daily.
7. Ensure that contractors are inducted/supervised during service visits where necessary prior to accessing facilities.
8. Any other duties commensurate with the job grade.

Principal Accountabilities: Grade 31

1. Technically and accurately approve Seal Change Documents to assure compliance and technical sign off.
2. Complete PTW training and gain the ability to accept permits within your own trade group.
3. Any other duties commensurate with the job grade.

Competencies: Analytical Thinking, Planning, Business Standards and Integrity, Achievement & Results Focused.

Level: Core 30 to 31

Assessed: Analytical Thinking, Planning, Business Standards and Integrity, Achievement & Results Focused.



Special Features –

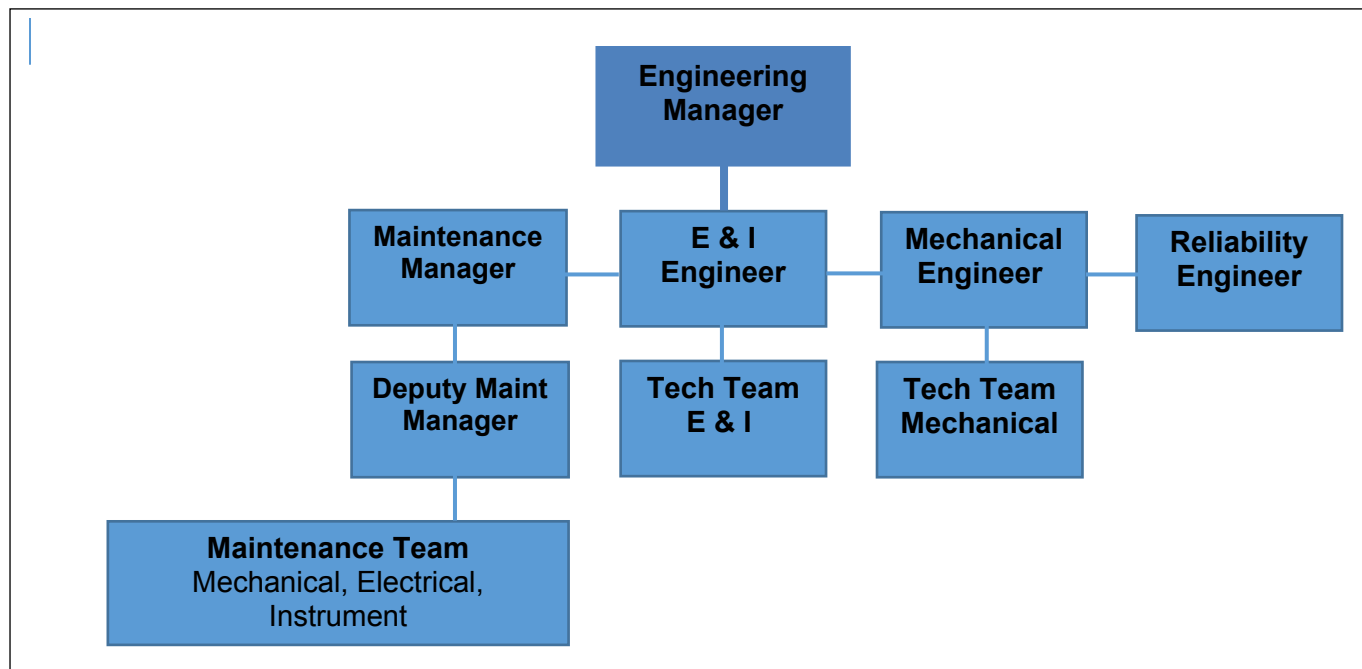
A diligent mechanical technician who has an eye for detail.

Experience of working within a pharmaceutical environment or another highly regulated environment.

Time served apprentice who wishes to develop within their area of expertise.

Competent with IT systems

Organisation Chart: Maintenance Team



Signatures

Job Holder: Date:

Manager: Date:

Revision Table

Revision History	Date of Update	Authoriser
Revision 1	11 July 2018	D Chesworth
Revision 2	01 April 2019	A Dickson

Revision History – Amended due to revised Behavioural Competency Framework