Job Description – Maintenance Fitter Plumber

About the Role
To operate safely and effectively as part of a multi-disciplined maintenance team.

Responsible for the safe and effective operation and maintenance of mechanical building services to the University.

Key Responsibilities

- Undertake planned preventative maintenance work on mechanical services (e.g. heating systems, ventilation, hot and cold water systems) reporting all defects
- Undertake reactive maintenance work and repairs on all types of building services plant reporting all defects
- Inclusion on the University out of hours call out rota for maintenance emergencies
- Develop a personal knowledge and understanding of the installed mechanical building services and undertake regular plant room visits
- Required to provide guidance on site installations to other trade staff and contractors
- Undertake minor mechanical and plumbing installations
- Undertake preparation work for engineering statutory inspections
- Responsible for working safely at all times, complying with risk assessments, safe systems of work and safety standards to control hazards to self, colleagues, University staff and visitors
- Carries out inspections of mechanical and plumbing installations, updating schedules of plant as required
- Undertake from time to time other such appropriate responsibilities and duties as directed by Supervisor/Manager
- Any other duties as directed by Director of Estates
Education, qualifications and training

Essential

- Craft apprenticeships with City & guilds or BTEC National Certificate/Diploma, or an advanced modern apprenticeships (NVQ Level 2 key skills) in mechanical or plumbing or equivalent qualification
- Proven post apprenticeship experience in the operation and maintenance of mechanical building services including low pressure heating systems, hot and cold water systems

Desirable

- Experience in a similar role maintaining building services

Knowledge, work and other relevant experience

Essential

- Working knowledge of mechanical and plumbing installations in buildings
- Able to carry out duties in a safe way with working knowledge of health and safety issues and understanding of risk assessments
- Ability to work on roofs, from ladders, scaffolds and in confined spaces such as inspection chambers and roof voids.
- Full and current UK driving licence.

Desirable

- Experience of working to permit to work systems and use of safety equipment for access and maintenance.
- Able to update schedules of plant and equipment.
- Capable of reading maintenance manuals and drawings.

Skills, capabilities and qualities

Essential

- Ability to routinely log hours taken and materials used for tasks and complete maintenance work request sheets.
- Ability to be flexible, adaptable and proactive assisting on occasion labouring and work with other trades and contractors.
- Work as part of a team co-ordinating workloads with colleagues, supervisor and customers.
- Ability to cope with a steady volume of work and on own initiative in an organised manner
- Ability to communicate effectively with colleagues, staff and customers at all levels.
- Good customer service skills and commitment to providing a high quality service to the University.

**Desirable**

- Able to pass on knowledge and give guidance to other team members and contractors as required

**Additional requirements**

- To participate in the emergency call out rota and be able to respond to additional out of hours emergencies when called to assist others. Response time for attendance on site is within 30 minutes.
- An understanding and commitment to equal opportunities and diversity.