
Role Mandate

Job Title: Qualified Technician (QT)

Function /CFBU: Depot Automation and Maintenance

Dimensions of the Job: Undertake PPM and Reactive Maintenance for depot facilities and automation

Reports to: Depot Manager/National Systems Manager

Location: Runcorn with occasional travel

Job Summary:

To be responsible for Planned Preventative Maintenance, system breakdowns, defect repair and general upkeep of the depot facilities and automation ensuring that system cleanliness and condition is kept to a high standard.

To assist and manage on site projects, technical repairs and technicians workloads ensuring correct Prioritisation and generating reports as required.

Responsibilities :

- Ensuring all Maintenance of high volume picking machinery and other ancillary equipment is up to date and operational at all times.
- Immediate response to any breakdowns to the production equipment in accordance with the production hours.
- Ensure all records of all maintenance work, defect repair and on site spares are up to date.
- Assist in the supervision and control of all site based mechanical and/or Electrical operations
- Generation of appropriate paperwork in line with company procedures and work instructions.
- Engage and manage contractors including obtaining/providing permits to work, risk assessments and method statements.
- Be able to undertake work/training within other UK depots.
- Adhere to strict Health and Safety policies ensuring.
- Assist/manage depot projects.
- Provide technical training where required .

Key Experience, Knowledge, Skills &Qualifications:

Key Experience

Essential

- Experience working within a Technical department especially maintenance
- Experience working on automated conveyor systems
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Desirable

- Experience in Pharma Industry
 - Experience in technical project work
 - Experience in managing a technical team
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Knowledge

Essential

- Good understanding of Health and Safety policies
- Good Technical knowledge of mechanical/electrical/pneumatic equipment
- Excellent understanding of automated equipment and controls

Desirable

- Ability to read schematic diagrams.

Skills

Essential

- Electrical/Mechanical
- Root cause analysis

Desirable

- Good communication
- Time Management
- Organisational Skills
- Attention to detail

Qualifications

Essential

- Educated to GCSE level C or above
- Minimum NVQ Level 3 Electrical/Mechanical/Pneumatic Qualification

Desirable

- PLC Qualifications
- Health and Safety Training

Key Interfaces

Supply Chain, Procurement, SEQ, Depot Network, IT, L&D, Contractors.

Drive Business Performance & Value Creation

Creates value through economic action and establishes meaningful changes

- realizes goals while considering costs, benefits and risks (goal and result orientation)
- shows commitment in achieving goals, even under difficulties
- searches for permanent solutions and takes responsibility for the results (solution orientation)
- thinks and plans ahead in order to achieve results
- maximises efficiency and effectiveness
- realizes set objectives at due date, quickly delivers results

Dedicate Yourself to Customer Needs

Bases his/her behaviour on internal/external customer benefit and thus supports business success

- focuses on customer excellence, puts him-/herself in the position of the customer
- thinks the process back from the perspective of the customer
- gives priority to customer needs
- reacts quickly and appropriately to customer needs
- incorporates feedback in his/her decision-making processes
- aims at exceeding customer expectations
- actively contributes to build long-term and mutually beneficial customer relationships
- creates mutual trust by being reliable and fulfilling expectations
- meets the customer with respect and fairness
- anticipates customer needs and proactively develops solutions
 - encourages innovation and improvement

Business

Customer

Strive for Quality Excellence

Acts quality-conscious and continuously improves work Results

- has knowledge of his/ her own area of responsibility
- acts responsibly and ensures his/her own quality of work
- demands a high standard of quality of him-/herself and others
- supports a quality which prevents rework and waste (cost awareness)
- works accurately and in compliance with guidelines and best practices (high level of detail)
- learns from mistakes and avoids them in the future
- aims to continuously improve workflow, procedures and products (process improvement)
- continuously improves the performance levels of her/his area of responsibility, corrects insufficient work results
- openly addresses problems and develops (in dialogue with colleagues/ supervisor) appropriate solutions
- is strong in implementation and assertive

Quality

People

Lead and Engage

Achieves high performance levels through clear and open communication and an inspirational and appreciative interaction with others

- motivates self and others to excellence and continuous improvement
- communicates in a timely and precise way and encourages two way communication
- demonstrates team spirit and a sense of responsibility for mutual goals
- determines the direction for own team and ensures that goals and responsibilities within the team are clearly defined and monitored regularly
- actively promotes an organisation of diversity and cooperation (employee involvement)
- identifies and discusses emerging conflicts and supports to solve them
- acts in his/her function as a role model and conducts him-/herself with integrity and credibility
- makes quick and clear decisions, is decisive
- is honest, loyal and behaves in a responsible and respectful way (sense of responsibility)
- suits his/her actions to his/her words (walk the talk)
- embodies the values of the PHOENIX mission statement