



JOB DESCRIPTION

Role:	Engineer	Role Created:	2002
Department:	Operations	Last Updated:	August 2023

REPORTING STRUCTURE

Reports to:	Operations Manager (dotted line to Engineering Manager)	Direct Reports:	N/A
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MAIN PURPOSE OF THE JOB

To complete site jobs to the highest quality adhering to all health and safety and company policies and procedures. Engineers will assist in the completion of FSS projects and assist to fulfil the business aim for quality by maintaining client relationships through excellent service.

KEY RESPONSIBILITIES

- Represent FSS on site as a quality and professional brand.
- Complete any necessary site work on jobs assigned, including, but not limited to: commissioning of installations, completion and/or support of electrical and civils work, conduct relevant inspections and the installation and removal of pipework, tanks and pumping systems.
- Diagnose breakdown causes and repair effectively and optimally.
- Carry out mechanical/electrical maintenance.
- Work as part of the service team.
- Full compliance with RAMS.
- Create and submit accurate job reporting in a timely manner.
- Report issues on site to the relevant parties immediately.
- Record worked site hours accurately upon arrival and departure of site premises.
- Keep all company equipment and tools in good condition and working order, including vehicles.
- Report any equipment faults in a timely manner and adhere to regular vehicle tooling audits and vehicle maintenance checks.
- Assist in the maintenance of the warehouse.
- Adhere to the safe disposal of hazardous waste in assigned areas, ensuring all legislative paperwork is completed.
- Be accountable for engineering expenditure by following company guidelines for driving fines, accommodation, and expenses, taking a cost-effective and reasonable approach.
- Undertake any training required by FSS.
- Provide respectful coaching and mentoring to less senior members of the engineering team.
- Adhere to all health and safety and compliance policies and procedures.
- Adhere to full PPE requirements.
- Report and health and safety issues to line manager and relevant site representatives.
- Adhere to legal driving requirements.
- Assist the Projects teams in the timely completion of projects through the completion of assigned tasks on projects.
- Liaise with the Project function to ensure the efficient running of projects, required resources are in place and provide accurate reporting and updates.
- Deliver exceptional customer service.

- Provide accurate technical guidance and advise to customers and office employees where required.
- Develop and maintain good relationships with customers and peers.
- Provide honest and open feedback with technical evidence.
- Seek advice and guidance from more senior members of the team.
- Complete all work to the highest quality and report any faults/issues on discovery.
- Identify gaps and areas for development and effectively communicate findings to the relevant stakeholders to develop a proposal for change.

KNOWLEDGE, SKILLS & EXPERIENCE

- Full clean driving license.
- Mechanical or electrical engineering experience.
- Familiarity with pipework installations and repair.
- Competent working to RAMS.
- Can work independently and within a team.
- Ability to analyse and solve problems.
- Adaptable and embraces change and innovation.
- Sensitive to the requirements of the organisation.
- Strong communication skills.
- Time management skills and self-motivated (ability to work to deadlines).
- Ability to identify commercial opportunities.
- Experience working with fuel. (desired)
- Experience and knowledge in civils and electrics work. (desired)
- Mechanical Engineering degree or equivalent experience. (desired)
- Electrical qualification (desired).
- Experience of working fuel dispensing pumps. (desired)
- CSCS. (provided)
- OFTEC registered (provided)
- First-Aider (provided)
- Confined Space Training (provided)

As the business never stands still, your role will be required to evolve in line with changing business needs and so will be reviewed on a periodic basis. The above list of responsibilities is not exclusive or exhaustive and you will be required to undertake such tasks as may reasonably be expected within the scope of the role.

SIGN OFF ACTION	NAME	SIGNED	DATE
Job Description Approved			
Role Holder			
Direct Line Manager			