

CANDIDATE SPECIFICATION



JOB TITLE	Maintenance Engineer (ME)
REPORTING TO	Maintenance Manager
DEPARTMENT/SUB DEPARTMENT	Maintenance
LOCATION	Southend on Sea
OVERALL PURPOSE	
To ensure the maintenance on all relevant Ipeco assets has been performed and recorded on the Maintenance database.	
PRINCIPLE ACCOUNTABILITIES	
<ul style="list-style-type: none"> • The ME will be responsible for performing all weekly, monthly and yearly maintenance on the relevant company's assets. • The ME will ensure that all completed maintenance is recorded on the company database. • The ME will ensure that before performing any maintenance that the appropriate risk assessments and SSOW's are fully understood • The ME will be responsible for maintaining and stock checking all consumables/stock parts for servicing and day to day running of all relevant company assets. • The ME must be prepared to attend training courses when deemed necessary. • The ME will ensure that all contractors involved in the completion of maintenance tasks adhere to the local health and safety requirements whenever they are on Ipeco premises. • The ME will ensure that they work to the company's standards and policies including its environmental, health and safety policies. • To carry out any other tasks where reasonable and relevant when required. • This is not an exhaustive list. 	

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QUALIFICATIONS	ESSENTIAL	DESIRABLE
GCSE English and Maths (or equivalent) at grade C or above	✓	
Industry recognized engineer-based apprenticeship		✓
EXPERIENCE/ SKILLS	ESSENTIAL	DESIRABLE
Experience in maintaining/servicing equipment within a manufacturing environment	✓	
Experience in contractor management eg reviewing RAM, issue Permits etc.	✓	
Ability to maintain/stock check spare parts and consumables	✓	
Proficient on IT systems including MS office	✓	
Experience in using Forklifts and MEWP equipment	✓	
Ability to work independently while collaborating in a team environment	✓	
Ability to work under pressure and to deadlines	✓	
PERSONAL SKILLS	ESSENTIAL	DESIRABLE
Team Player	✓	
Strong Work 'Can-do Ethic'	✓	
Exceptional at building relationships	✓	
Excellent Customer Service skills	✓	
Strong attention to detail and time management	✓	
Exceptional Planning and Organisation skills	✓	
High awareness of Productivity and Quality	✓	
Excellent Communication skills	✓	
Flexibility	✓	
Takes Responsibility for actions	✓	
Learn, Apply and Improve	✓	