

CANDIDATE SPECIFICATION



JOB TITLE	Repairs Technician	
REPORTING TO	Repairs Supervisor	
DEPARTMENT/SUB DEPARTMENT	Customer Support / Repairs	
LOCATION	Southend-On-Sea	
OVERALL PURPOSE		
To survey, report and repair Company and Third-Party products.		
PRINCIPLE ACCOUNTABILITIES		
<p>To fulfill various tasks and responsibilities in meeting the job purpose as described above including but not limited to:</p> <ul style="list-style-type: none"> • To carry out the initial survey of Company and Third-Party products returned for repair in accordance with approved design and maintenance data, • To strip down, identify faults and repair Company and Third-Party products in accordance with approved design and maintenance data, • To re-assemble Company and Third-Party products in accordance with approved design and maintenance data, test and prepare for return to the customer, • To co-operate with the Design, Engineering and Quality Department, • To complete such documentation both electronic and written as may be required to support the Repair activities, • To keep all equipment in a clean and serviceable condition and report any defects to the Repairs and Overhaul Manager, • To participate in the activities of ‘Continuous Improvement’ within the Department, • To ensure that the material traceability of all parts are maintained at all times, • To undertake various ad-hoc projects as required supporting the changing requirements of the business, • To ensure that any technical problems arising from day to day activities are resolved in a timely manner, • To assist other team members with their work and carry out any task where reasonable and relevant when required, • To travel to such places (whether in or outside of the UK) to support field service work and product training/familiarisation as may be reasonably required, • To adhere to all Company rules and regulations on a personal level, • To help create and maintain a safe working environment and observe the published Health and Safety Policies and Procedures, • Responsible for ensuring that a high standard of housekeeping is maintained, and that all health and safety policies are adhered to, • To carry out duties in a proper and efficient manner, act wholeheartedly in the interest of the Company at all times and to comply with the Company rules and regulations. 		
QUALIFICATIONS	ESSENTIAL	DESIRABLE
EASA Part 145 training		✓
Human Factors training		✓

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EXPERIENCE/ SKILLS	ESSENTIAL	DESIRABLE
Min 5 years' experience of working in an engineering assembly workshop, product knowledge and industry experience	✓	
Mechanical and electrical assembly/disassembly experience		✓
Able to read and work to engineering drawings and maintenance data	✓	
Able to use general workshop hand tools	✓	
Computer literate with Microsoft package competence (MS Excel and MS Outlook as a minimum)	✓	
A good standard of verbal and written English	✓	
SAP Familiarity		✓
Must be willing to travel abroad	✓	
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	✓	