

Job title	FM Technician (Mechanical)
Reports to	Technical Department Manager

1. Purpose and Scope

The post holder is part of the Airport and St Athan Technical Team reporting to the Technical Department Manager and is responsible for assisting the FM Department Manager and team with all aspects of effective Facilities Maintenance.

The post holder should be pro-active and able to work well both individually and as part of a team with the ability to develop their own personal skills and the skills of those around them. They will primarily be responsible to help successful delivery of the planned maintenance regime, fulfilling its statutory obligations, whilst also providing a breakdown reactive response harmonizing both customer and organizational requirements.

The post holder must be prepared for shift working, along with the participation of occasional overtime and call out duties to support operational requirements.

2. Key Accountabilities and Role Outputs

The following accountabilities and roles apply to both Cardiff Airport and St Athan ensuring consistency across both sites acting as FM Technician.

- Work well with all departments, co-operating, and co-ordinating works to ensure that all equipment is optimised and running efficiently.
- Respond promptly to all breakdowns, ensuring that equipment is returned effectively to production, whilst causing minimum disruption to its continuity and without compromising product quality or safety.
- Carry out planned maintenance activities in line with maintenance schedules and helps to develop and maintain schedules in line with requirements.
- Completion of timely recording of all works activity onto the departments Asset Maintenance System

- Carry out fault finding, diagnosis and repair in relation to equipment used within the airport facilities environment, e.g., Plumbing and Drainage systems, Heating Ventilation and air-conditioning systems, Gas Fired Boilers and Heating equipment, Baggage handling, Conveyer equipment.
- Carry out small to medium sized mechanically biased installation works.
- Carry out the basic maintenance, inspection and monitoring of Airfield Ground Lighting systems as required.
- When required engagement and supervision of contractors to escort and advice and ensure they comply with the requirements of the Health and Safety code of conduct at Cardiff Airport and St Athan

The above duties are not exhaustive, and the Company may require you, from time to time and in exceptional circumstances, to carry out further ad hoc duties within you capability and capacity.

All job descriptions are subject to regular review and the Company reserves the right to make any reasonable adjustments to this job description as required.

3. Health and Safety

It is our intention to demonstrate an ongoing commitment to improving health and safety at work throughout the Company. We will comply with all requirements of health and safety legislation.

In order to do this, all staff must have a good awareness and understanding of health and safety hazards and risks that may affect themselves, passengers or other people on-site and must comply at all times with excellence in conduct, behaviour and attitude.

Senior management will ensure that:

- adequate resources are provided for health and safety;
- health and safety is adequately assessed, controlled and monitored;
- Our people are actively involved in all aspects of creating and maintaining a healthy and safe working environment.
- It shall be the duty of every employer to ensure, as far as is reasonably practicable, the health, safety, and welfare at work of all his employees.

4. Skills, Knowledge and Experience

	<i>Essential</i>	<i>Desirable</i>
<i>Qualifications</i>	<ul style="list-style-type: none"> • Time Served indentured Apprenticeship or equivalent in Mechanical bias Engineering or similar discipline. 	<ul style="list-style-type: none"> • National Accredited Certification scheme (ACS) certificates of competence (Gas) • 17th/18th Edition Wiring Regulations.
<i>Experience</i>	<ul style="list-style-type: none"> • Installation and repair of plumbing, heating, and hot water systems. 	<ul style="list-style-type: none"> • Mechanical installation Work • Understanding / previous experience with BMS. • Understanding / previous experience with HVAC systems.
<i>Knowledge</i>	<ul style="list-style-type: none"> • Plumbing and drainage systems • Basic electrical control systems & wiring. 	<ul style="list-style-type: none"> • BMS Systems • Gas Fired Appliances • HVAC plant • Aeronautical Ground Lighting Systems.
<i>Skills</i>	<ul style="list-style-type: none"> • Health and Safety Awareness Training • Asbestos Awareness Training 	<ul style="list-style-type: none"> • IOSH Health and Safety • First Aid Training • IPAF Training
<i>General</i>	<ul style="list-style-type: none"> • Clean Driving Licence • Basic IT Literacy • Interpersonal skills • Flexible working with other stakeholders to the business • Good communication skills in both verbal and written formats 	