



JOB DESCRIPTION

Job Holder's Title: Senior Technician

Reports to: Area manager

Direct Reports: None

Site Responsibility: Lichfield

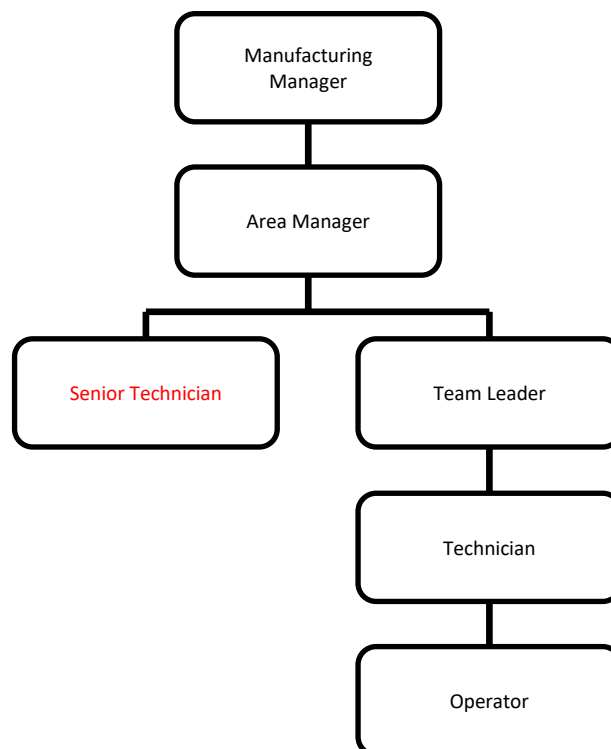
Main Purpose of the Job

To be the technical specialist in the area. To rectify simple mechanical faults to machinery, plant and equipment ensuring all food safety and hygiene procedures are maintained. To ensure all planned maintenance, asset care and remedial work is completed and logged as per process confirmations. To manage SOP's and training plans on technical competences.

Scope of Responsibility

Manage area specifics; liaise with the team leaders and Maintenance to ensure all machinery is operating at its full potential.

Team Structure



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	VALIDATOR: HR Manager – Dan Goulding	HELD ON MASTER COPY	08/07/2020	

Main Responsibilities	
1	Organising setting up and monitoring machinery.
2	Rectify mechanical faults to machinery, plant and equipment, carry out alterations
3	Lead process improvements and CI improvements
4	Complete and update tasks as per process confirmation
5	Assist to install plant and equipment when required.
6	Manage the SOP writing programme, write the more complicated ones.
7	Use computer aided maintenance management system as and when required.
8	Audit inspections of equipment integrity on a daily basis.
9	Maintenance following fabric/safety inspections
10	Work with the team leaders on plant availability

Key Performance Indicators	
1.	Plant availability, PPM completion rate.
2.	Giveaway, rejects and yield
3.	SOP and Training adherence

Limits of Responsibility	
1.	Able to make changes to localised machine settings (Technicians access)
2.	Not allowed to make major software or mechanical changes that effect the principle systems of the machine without agreeing with engineering

Skills and Experience	
1	Relevant Engineering Apprenticeship, Relevant H & S qualification (NEBOSH or IOSH)
2	Some engineering background.
3	Experience in a similar role.
4	Experience of working in the food industry.
5	Understand drawings and show ability to interpret information.
6	Basic and intermediate Food Hygiene

Personal Qualities	
1	An organized team player that supports the sharing of information and values the opinions of others

2	Tenacious approach, good communicator, good problem solver
3	Open to change and constantly drives for improvement
4	Reliable, honest and able to constructively challenge poor performance

Special Tasks	
As and when required.	
Other Duties	
This list of duties is not intended to be exhaustive but gives a general indication of tasks and responsibilities. All employees are expected to work in a flexible manner and acknowledge that tasks not specifically covered in their job description are not excluded.	