

JOB DESCRIPTION

Job Title: Apprentice Technician

Responsible to: Workshop Controller / Technician

General Description

To shadow a technician whilst learning to service, maintain and repair all types of motor vehicles, mechanical handling equipment and mobile plant in a safe, efficient and economical manner; deploying the requisite skills and expertise. Working to the highest standards without close supervision to achieve an acceptable level of work through put whilst maintaining quality standards at all times.

Key Tasks and Responsibilities

1. Examine, inspect and report thoroughly on the condition, roadworthiness or safety of any vehicle or equipment, including functional testing and the application of diagnosis techniques.
2. Service, maintain, adjust or repair vehicles equipment or components utilising the necessary tools, equipment and facilities in a safe and efficient manner within the standard job times defined by the equipment manufacturer.
3. Interpret and implement technical service data and statutory maintenance standards to ensure that all work performed is in excess of the minimum standards defined.
4. Recovery of broken down or immobilised vehicles and equipment, utilising proper techniques to minimise the risk of additional damage without causing any danger to the public.
5. Manufacture simple component parts, using hand tools or other machinery provided, to a high standard of accuracy and performance.
6. Apply the company's policies in respect of maintenance practice and standards to ensure these are fully implemented and that maximum benefit is obtained in terms of equipment availability and minimising total maintenance costs.
7. Apply in a logical and progressive manner the appropriate diagnostic techniques to determine the cause or causes of reported malfunctions in vehicles, components or systems. Including also any recommendations for improvements or modifications designed to enhance safety or reliability.
8. Use safe working practices and procedures at all times and in particular to comply with the company's Health and Safety at Work policy, including the wearing of protective clothing and the maintenance of a tidy personal appearance.
9. To undertake any other duties or responsibilities commensurate with the technician's experience and ability that may reasonably be required by the workshop foreman.
10. Attend training courses in block periods at DAF college and to show a professional manner that represents the company.

Working With

To liaise and co-operate fully with other technicians, workshop receptionist and parts department personnel.

Persons Reporting

Any improvers, semi skilled operatives, apprentices or trainees delegated to work with a nominated technician.

Personal Criteria

- Must have passed Skillnets assessments

Performance Criteria

- Complete work within standard job times.
- Work consistently completed to a high standard without customer complaints.
- Displays initiative in overcoming technical problems and is an effective diagnostician.
- Recovery achieved without danger and without causing additional damage.
- Well versed in legislative requirements and corporate policies – applied in practice.
- Communicate skills and knowledge effectively to staff under training.