**SOUTH YORKSHIRE FIRE & RESCUE**

**JOB DESCRIPTION**

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| **POST TITLE** | LGV Vehicle Technician |
| **GRADE** | Grade 7 (£35,235 - £37,938) |
| **FUNCTION** | Transport Section |
| **PERMANENT BASE** | Rotherham Workshops |
| **RESPONSIBLE TO** | Workshop Manager |
| **RESPONSIBLE FOR** | N/A |

**OVERALL PURPOSE OF JOB**

**MAIN RESPONSIBILITIES**

1. Comply at all times with the employee code of conduct, service behaviours and code of ethics for fire and rescue staff
2. Fully participate in the service’s personal review process appropriate to the requirements of the role
3. Successfully complete any training and development opportunities required for the role
4. Practice and promote the service’s equality & diversity and health, safety & wellbeing policies, have knowledge of the Health & Safety at Work regulations and conform to use and wearing of provided safety equipment and clothing.
5. Be responsible for the accurate and appropriate security and processing of data, ensuring compliance with organisational policies and procedures (i.e. data protection).
6. Carry out other duties from time to time as required, appropriate to the grading of this post.
7. Carry out inspections, servicing, maintenance, repair and modifications on vehicles, plant and equipment at workshops and other sites as required, including roadside repairs. See below list for types of vehicles and equipment, this list is not exhaustive.
8. Fire appliances
9. Light and heavy commercial vehicles
10. Cars
11. Aerial appliances
12. Ladders
13. Fire pumps
14. Any other rescue equipment and craftwork commensurate with training and skills
15. To undertake servicing, preventative maintenance work and repairs to all Fire Service vehicles, equipment and plant to Department for Transport and Health & Safety regulations and legislation.
16. Diagnose and rectify defects of vehicles and operational associated equipment in an economic manner having regards to required quality and safety standards.
17. Respond to unexpected call outs requiring station visits and off-site repairs.
18. Work from written and verbal instructions as necessary with minimum to no supervision.
19. Liaise with operational teams to advise how long repairs and/or maintenance work to equipment will take.
20. Communicate effectively with operational teams to ensure feedback on work is received, understood and action taken, if necessary. Support the readiness of frontline appliances across the service.
21. Manage and ensure the correct materials and parts are identified for the work in good time, ordering/chasing from stores if needed.
22. Maintain accurate service records for vehicles and equipment detailing all faults, repairs, service dates etc.
23. Perform road tests in connection with jobs carried out as and when appropriate.
24. Train, mentor, support and supervise other team members as needed e.g. workshop apprentices and new members of staff.
25. Participate in a standby rota for repairs inside and outside of normal Workshop operating hours.
26. Report defects on workshop equipment to the Workshop Manager.
27. To maintain and be responsible for all equipment and tools issued to the post holder.
28. To be responsible for the tidiness of the working area.
29. Fully participate in SYFR’s Performance Development Review process according to the responsibilities of the role.

**ANY OTHER INFORMATION** (including special conditions of service)

To provide out of hours workshop standby cover on a “rota” system when required by management

**NOTE:** This document is produced as a guide to the general nature of the post and the list of duties is neither exhaustive nor exclusive.

**PERSON SPECIFICATION**

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| **Criteria** | **Essential** | **Desirable** |
| **Qualifications** |  |  |
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| LGV Driving Licence - Class ‘C’ minimum. | X |  |
| NVQ level 3 in Vehicle Maintenance & Repair or equivalent. | X |  |
| LGV Driving Licence – Class ‘C + E’. |  | X |
| **Knowledge** |  |  |
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| Knowledge of Road Transport Legislation for class 4, 5, 7 and LGV vehicle including current road vehicle maintenance standards. | X |  |
| Good understanding of vehicle diagnostic and repair techniques. | X |  |
| Knowledge of water Pumps and Priming Systems. |  | X |
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| **Experience** |  |  |
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| Substantial experience in the maintenance and repair of Large Goods Vehicles and Light Vehicles. | X |  |
| Experience in the inspection of both Light and Large Goods Vehicles to VOSA Standard. | X |  |
| Experience in the repair and maintenance of pneumatic, hydraulic and vehicle electrical/electronic systems. | X |  |
| Experience and practical understanding of Health and Safety Legislation. | X |  |
| Ability to weld using Gas (oxy/acetylene) MIG and TIG. |  | X |
| Ability to adapt technical experience to enable diagnosis and repair of Fire Appliances/Equipment. |  | X |
| Fleet Maintenance experience. |  | X |
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| **Personal Effectiveness** |  |  |
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| Highly motivated and able to work without close supervision. | X |  |
| Commitment to working as a team to achieve objectives. | X |  |
| Ability to liaise with internal and external parties effectively, ensuring a positive and professional image is conveyed at all times. | X |  |
| Commitment to Equal Opportunities and Health and Safety at work. | X |  |
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