



Role Profile/Job Spec – Ground/Plant Fitter

Service	Fleet and Compliance
Job title	Ground/Plant Fitter
Post No	-
Salary Grade	
Hours	40 hours Per Week
Responsible To	Head of Fleet & Commercial
Responsible For	-

Role Purpose:

To be responsible for the service and maintenance of Grounds assets. To ensure the equipment is maintained, serviced and repaired, ready and in good working order for the Grounds Maintenance teams to deliver frontline services within Ealing. To also work as part of the workshop team and provide full operational support to all areas of the business.

Job Description:

Provide direct support to the Workshop team to help ensure that the following elements are achieved:

1. To carry out major and minor repairs on plant equipment including ride-on mowers, strimmers, hedge cutters, tractors, JCB diggers and trailers.
2. Carry out scheduled inspections/services without impacting operation delivery.
3. Through a formal sign off process, ensure all repair work identified during inspection has been completed to a high standard.
4. Complete service and maintenance for mechanical and non-mechanical plant and specialist equipment, following manufacturers' guidelines and company processes
5. Maintain a clean and tidy workshop and ensure that all tools and test equipment used are maintained in working order and fully compliant.
6. Ensure the correct parts are identified and ordered for repairs. Ensure any damaged parts are logged on company database.
7. Identify equipment that is beyond economical repair and highlight to management.
8. Undertake occasional off-site Service & Maintenance visits for mechanical and non-mechanical plant and specialist equipment, following manufacturers' guidelines and company processes.
9. Complete job cards using workshop digital system for all scheduled/unscheduled work completed. Enter detailed information for hours and parts used.
10. Ensure relevant operations managers are made aware of progress and potential down time of equipment
11. From time-to-time support colleagues in the workshop, as well as the business during annual stock checks.
12. Complete tasks in accordance with workshop risk assessments and the relevant Health and Safety compliance procedures. Notify the workshop manager of any potential non-compliance.
13. Report accidents and near misses using the correct methods. Ensure the correct PPE is used in the depot at all times. Maintain excellent levels of housekeeping, ensure areas are free from waste and trip hazards.



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Vision and Values

Understand GEL's Vision "to be recognised as one of the leading environmental service providers in West London and across the capital" and help GEL to achieve this Vision through adhering to the GEL Values (4 Cs): Customer Comes First; Collaborative; Caring and Committed.

Notes:

The tasks listed in this job description are not exhaustive and the postholder may be asked to undertake additional duties in line with the needs of the service, as directed by the line manager.

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESMENT
Qualifications	<p>Minimum NVQ level 4 or City and Guilds level 3, or equivalent.</p> <p>Current full UK driving licence or equivalent (Maximum of 3 penalty points).</p> <p>Qualification in small engine repair</p>	<p>A recognised qualification (IRTEC) in motor engineering</p> <p>Category F Licence.</p>	<p>Application form/Assessment/Qualifications/Licence</p>
Relevant Experience	<p>Experience of servicing grounds equipment</p> <p>Able to accurately diagnose vehicle system faults using OE diagnostic equipment provided</p> <p>Can demonstrate an in-depth knowledge of OE</p>		<p>Application Form/Interview/Assessment</p>



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	<p>vehicle systems and components. Able to demonstrate effective root cause analysis.</p> <p>To understand vehicle system diagrams and write technical reports.</p> <p>Knowledge of Health & Safety and Legislation regarding vehicle / plant maintenance and workshop practices.</p>		
Skills and abilities	<p>Ability to input data into computerised systems.</p> <p>Ability to work to a high degree of accuracy.</p> <p>Able to work under own initiative as well as part of a team.</p> <p>Ability to organise and prioritise own workload to ensure individual targets and team deadlines are met.</p> <p>Able to work closely and establish positive relationships with internal and external stakeholders.</p> <p>Knowledge and understanding of Equal Opportunities and diversity issues.</p>	<p>Proven ability to work with minimum supervision.</p> <p>Highest standards of personal integrity.</p> <p>Commitment to highest levels of service delivery.</p> <p>Able to take responsibility and adopt company ethos.</p>	Application Form/Interview



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Specialist working conditions	N/A	N/A	
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Our Values – 4Cs

GEL's values set out what we stand for and how we will behave at work. They are the basis of how we will deliver our Vision of *being recognised as one of the leading environmental services providers in West London and across the capital.*

1. **Customer comes first** – remembering our purpose and doing the very best for the people we serve.
 - We achieve this by - being considerate, responsive and polite at all times and by being careful not to leave any mess.
 - We don't achieve this unless we treat our customers as we would like to be treated ourselves.
2. **Collaborative** – with workmates and others.
 - We achieve this if we - act as one organisation or team, sharing information and knowledge, and if we support each other wherever we can.
 - We don't achieve this if we - don't work as a team, ignore what others are doing or planning to do, or if we make decisions without involving other service users.
3. **Caring** – about the health safety and welfare of our employees.
 - We achieve this when we - take responsibility for our own health, safety, welfare and wellbeing and also that of others. This includes being respectful and supportive towards colleagues, taking care to maintain a healthy work-life balance, and challenging behaviours that are inconsistent with Gel's Dignity at Work policy.
 - We don't achieve this if we – not serious enough about health, safety, welfare and wellbeing; are unsupportive; or if we don't have each others' backs.



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4. **Committed** – to delivering services, to innovation, tackling problems and finding better ways of working.
- We achieve this when we – take the initiative to find or suggest better ways of working, listen to each other, and share good ideas.
 - We don't achieve this unless we – keep an open mind and accept there may be better ways to get the work done.

We know that we will only deliver our Vision through each of us pulling together, working within the spirit of our Values, to make GEL one of the leading environmental services providers in West London and across the capital.