



Job Description

Title: Motor Vehicle Technician

Band: 5

Location: Workshops

Reports to: Workshop Supervisor

Responsible for:

Repair and maintenance to all emergency vehicles including cars, light commercial vehicles and specific specialist ancillary equipment and repairs / fabrication. Responsible for diagnosis / installation / repair / modification and maintenance on equipment and vehicles.

Job Purpose

- To diagnose and carry out repairs and maintenance on all emergency vehicles including cars, light commercial vehicles and specific specialist ancillary equipment and repairs / fabrication. Responsible for the diagnosis / installation / repair / modification and maintenance on equipment and vehicles
- Verify completion of repairs and maintenance via function and / or road test
- Work with the minimum of supervision and manage own workload working on their own Initiative
- To deliver continuous improvements in patient care by ensuring that all our Ambulances are safe, roadworthy, reliable and available when needed

Key Duties and Responsibilities

1. Repair and Maintenance of (but not limited to): Mechanical systems and components, Engine / Transmission, Drive line / Brakes, Fuel System, Steering, Suspension, Hydraulic Systems, Coolant Systems, CCTV, Vehicle Tracking Systems, Air Conditioning Systems, Climate Control, Fire Suppression Systems, Vehicle Blown Air Heating Systems, Patient Lifting Platforms and Ramps (loler requirements)
2. Gas and electric welding
3. General fabrication design and modification
4. Moving and positioning vehicles on and off vehicle hoist
5. Have specific knowledge of motor vehicle electrical circuitry, systems and components operation and repair and maintain specialist equipment of a highly complex nature using specialist fine tools such as VDE screwdrivers and pliers
6. Responsible for the safe use of highly complex equipment for diagnostic / fault finding and data entry as part of normal repair process which requires analysis and interpretation of

data that may be conflicting from a range of options such as scanners and other diagnostic equipment to open up avenues to the correct repair method and / or parts required

7. Safe use of expensive equipment, i.e. all trust / non-trust vehicles including associated vehicle and workshop equipment e.g. Patient carrying vehicles, DCA / RRV, specialist vehicles – HART, workshop equipment such as ramps and diagnostic equipment
8. Data gathering via job sheets to be put into fleet management system for audits
9. Use of VDU equipment for internal and external systems, such as ESR – including Mandatory Training, GRS, Diagnostics and Fleet Management Systems.
10. Mentoring of new staff and apprentices
11. To provide complex and technical information to Support Centre staff and / or end users in relation to potential vehicle defects and to offer advice as to whether a vehicle is still in a fit and safe state for continued use
12. Maintenance of decontamination unit and major incident equipment including HART vehicles
13. Provide, receive and act upon complex and technical information relating to vehicle systems to solve various issues which may require computer systems
14. Occasional patient contact during the repair or recovery of vehicles being used to convey patients and carers
15. Supply technical information and advice on vehicles and equipment to relevant parties including members of staff and public
16. Coordinate tasks including work allocation to driver/handyperson and checking after completion
17. To undertake a physically demanding role which requires frequent handling and lifting of heavy mechanical components in excess of 25kg, often in confined or cramped working conditions utilising manual handling equipment provided
18. Working within hazardous environments with hazardous substances/fluids, both internal and external, where there is potential exposure to unpleasant working conditions
19. Working at height on upper sections of vehicle bodies assist in maintaining own and others health and safety and security
20. Frequent requirement for concentration and working in a constantly changing and unpredictable environment
21. Ability to conduct a dynamic risk assessment
22. To recognise the need for changes in work systems and practices and highlight to Supervisor / Area Service Manager any issues commensurate with the role, knowledge and experience
23. The post holder must be prepared to undertake training relevant to the position including future developments such as alternative fuels, hybrid and electric systems

General duties and Responsibilities

- Enhance own performance through continuously developing own knowledge, skills and behaviours to meet the current and future requirements of the job and respond to the learning needs of the Trust.
- Act within acceptable parameters as an employee/ Manager for the trust, having regard to the applicable 'Code of Conduct for your role and ensuring own practice is in accordance with Trust policies.
- Maintain own CPD and contribute to own personal development by participating in annual appraisal with line manager, developing a PDP, and actively participating in agreed learning activities and evaluating effectiveness of learning in relation to role.
- Regularly review own practices and makes changes in accordance with current and/or best practice, makes suggestions for improved practice and identifies where other activities affect own practice.
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To contribute positively to the effectiveness and efficiency of the teams in which he/she works.
- To contribute to a healthy, safe and secure working environment by adhering to health and safety regulations, Trust policies, procedures and guidance. Take necessary action in relation to risks in the workplace including supporting others to manage risks and reporting incidents as necessary.
- To act in ways that support equality and diversity and the rights of individuals, ensuring own practice is in accordance with Trust policies. Identify and take action when own or others' action undermines equality and diversity.
- To raise concerns around risk, malpractice or wrongdoing at work, which may affect patients, staff or the organisation, at the earliest reasonable opportunity.
- To abide by the NHS values and the NHS Constitution, all staff must maintain the highest standards of care and service, treating every individual with compassion, dignity and respect, taking responsibility not only for the care you personally provide, but also for your wider contribution to the aims of your team and the NHS as a whole;
- The post holder will be required to adapt to and undertake different or new duties in line with professional and service developments This Job Description is intended as a general guidance to the duties and responsibilities of the post and is not, therefore, exhaustive. It will be subject to review, in light of changing circumstances and in consultation with the post-holder.

Key Relationships

Workshop Supervisors
Workshop Drivers
Area Service Managers

Workshop Admin Team

Fleet Engineer Operations

Head of Fleet & Logistics

External Suppliers

Fleet Compliance Officer

Operational Management

Operations Teams:

- Patient Emergency Service
- Patient Transport Service
- Emergency Operations Centre
- Support Centre

Apprentices

External Educational Establishments

Person Specification

	Criteria	Essential/ Desirable
Qualifications and Education	City and Guilds certificate in motor vehicle technology or NVQ level 3 or equivalent qualifications and experience	E
	Good standard of education. Minimum 3 GCSE or equivalent.	E
	Full Driving License	E
	Driving License C1 + D1 (Work towards)	D
	Evidence of Continued Professional Development.	E
	MOT Tester	D
Skills and Abilities	Ability to maintain confidentiality and deal with situations in a sensitive manner	E
	Able to communicate across wide demographic boundaries in an appropriate manner	E
	Strong management, motivational and leadership skills	E
	Respects and applies patient confidentiality at all times	E
	Able to operate all equipment safely and in accordance with Trust policy, procedures and protocols	E
	Good communication and relationship skills	E
	Ability to work to strict deadlines	E
	Knowledge of protection and understanding of confidentiality requirements	E
	Customer service skills	E
	Specialist knowledge of vehicle systems	E
	Working knowledge of vehicle Electrical components	E
	PC literate	E
	Knowledge of software systems related to diagnostic tools and equipment	E

	Ability to work on own initiative with minimum supervision	E
Knowledge and Experience	The post holder must have specialist knowledge of motor vehicle electrical systems & mechanical components	E
	Comprehensive knowledge of a range of computer-based vehicle diagnostic systems and the ability to analyse and interpret the information presented by the systems to determine the most appropriate repair option	E
	Have the ability to diagnose all other vehicle faults without access to diagnostic equipment	E
	Experience of working with Vehicle Fleet Management Systems	D
Personal Attributes	Flexible and highly motivated	E
	Project a professional image	E
	Excellent communicator capable of relaying highly technical / complex information	E
	Methodical approach to any task	E
	Committed to Continuing Professional Development	E
	Ability to develop effective working relationships and demonstrate professional credibility with colleagues at all levels	E
	Provision of own hand tools	E
	Effective team member	E
	Able to work with a minimum of supervision	E
	Society of Operations Engineers / Institute of Road Transport Engineers / Institute of Motor Industry membership	D
	Demonstrate a passion for engineering	E