

# Job Description

<b>Job title</b>	Drainage & Water Services Technician	Date 27 May 2025
<b>Reports to (title)</b>	Water Team Leader	
<b>Contract/Department</b>	GSK(R&D) / 3540	Revision
<b>Location</b>	GSK R&D Sites	1

## Job purpose

Describe the overall purpose of the job in two or three sentences.

To ensure the delivery of a water service to the GSK R&D contract in compliance with the contract deliverables and KPIs.

## Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- Multi-purpose role to maintain and upkeep environmental water systems and equipment in compliance and adherence to procedure, method statements or work instructions.
- Surveying and assessment of all building water services and carrying out remedial works in order to ensure compliance with HSC L8 ACOP and HSG 274 Parts 1, 2 & 3 guidance and Water Fittings Regulations
- Fault find and repair of water treatment equipment including softeners, dosing pumps etc.
- Cleaning and disinfection of high-risk systems including cooling towers, water tanks etc when required
- Perform multiple drainage duties including, foul drainage, grease traps, penstocks, clearing gulleys, cleaning soil stacks, performing camera surveys when required.
- Operation and water testing of cooling systems (Including Cooling Towers), testing closed systems water treatment Maintains a good understanding of relevant Standards and Regulations.
- Clean, fault find and manage remedial works of environmental water systems components including but not limited to, drainage systems, interceptors, and sump pumps.
- Liaise with contractors regarding water and environmental system issues and management.
- Review raw data including consumption, monitoring and analytical reports and action any defects / anomalies.
- Update the site water and environmental logbooks on a day-to-day basis.
- Carry out environmental water duties in accordance with current standards including but not limited to, legionella response, floods, drainage and public health issues.
- Review and revise drawings and /or schematics in accordance with current procedures.
- Ensure that high risk work e.g. clean sumps, interceptors etc is carried out in accordance with agreed method statement or work instruction and permits to work (PTW), when required are received.
- Take water samples IAW BS 7592 Sampling and only pass them to accredited laboratory organisation for testing.
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### HR

- Apply HR policies and procedures to a satisfactory standard as and when required

### Procurement

- To manage subcontractors in line with EMCOR UK's SSOW and PCO process

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- To ensure that subcontractor performance is consistent and satisfactory
- To identify and propose services that are currently subbed are brought in house
- Monitor subcontractor performance as required and feedback to contract procurement manager.

## HSW

- To comply with EMCOR UK's SSOW and HSW Policies and procedures at all times
- To use SOR system to report any near misses or accidents.
- To keep up to date with GSK and EMCOR my learning training.
- Willing To hold First Aid status and complete associated duties as an when required

## Compliance

- To comply with EMCOR UK's SSOW and associated compliance Policies and procedures at all times

## IT

- To maintain proficiency on all relevant IT packages and systems
- To keep up to date with relevant IT systems and proactively utilise Office 365

## Client

- To establish a consistently positive working relationship with your client and end users
- To ensure an effective feedback mechanism is in place to allow clients feedback to be monitored and actions logged and closed out
- To ensure all applicable processes are designed to ensure operational excellence; with waste reduced and value add increased.
- Ensure an effective communications plan is in place and that stakeholder engagement is proactively managed.

## Commercial & Finance

- To satisfy all contract deliverables.
- To ensure KPIs and SLAs are passed so that EMCOR UK does not incur financial penalties

## Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

You will be expected to liaise with the supply chain who may manage – maintain assets they have been contracted to do so.

## Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

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- Have an understanding of water related equipment and in particular the risks associated with cooling towers, domestic potable system and spray producing systems.
- Confined space CP – achieved or working towards.
- High Pressure Water Jetting (Ideally in date), Electro-Mechanical / Milling, Drain Mapping, Vacuum Tanker Operations and Confined Space Entry.
- City and Guilds Certification in understanding legionella to include cooling towers (legionnaires' disease) – achieved or working towards
- Hold or be working towards Certificate in Water Fittings Regulations and in particular backflow (BPEC Course).
- TMV Maintenance training.
- Practical with good engineering knowledge in the field of expertise including water softeners, pumps and plumbed systems.
- A knowledge of computer programmes is essential. (MS Office).
- Experience of Cooling tower operation and maintenance.

## Personal Competencies:

- BS7592 Sampling courses – Achieved or working towards
- An ability to produce concise reports and capable of maintaining written records
- Ability to uphold EMCOR Values
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- Highly motivated and capable of working under own supervision. An ability to make decisions quickly and carryout manual physical activities.
- Capable of working both alone and as part of a dynamic team.
- Ability to communicate effectively, verbally and on paper, able to present argument and arrive at evidence-based decision making.
- Ideally hold a Current full driving license.
- IT Literate including Word, Excel.
- Flexible approach to working times. Out of hours work will be required at sometimes.

## Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

- Must always wear relevant EMCOR provided PPE.
- During your duties you may have access to confidential information, which must not be divulged to an unauthorised person at any time.
- This job description is not an exhaustive list of responsibilities to be undertaken by the post holder and you may be required to carry out other duties, which are felt to be reasonable and commensurate with the post.
- To complete any other reasonable request instructed by management
- To behave consistently in line with EMCOR UK's values
- To be organised and proactive at all times, ensuring that workload is prioritised and completed in line with management instruction
- Ensure an effective communications plan is in place and that stakeholder engagement is proactively managed (your team and your manager)
- To complete overtime as and when required
- Must be willing to travel and work on other sites.

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<b>Line Manager Signature</b>	
<b>Print Name</b>	
<b>Date</b>	

<b>Job Holder Signature</b>	
<b>Print Name</b>	
<b>Date</b>	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	