

Job Description

Job title	Projects / MCS Approved Electrician	Date
Reports to (title)		
Contract/Department		Revision
Location		Technical Operations & Support Job Grade D

Job purpose

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

To ensure that the delivery of electrical aspects are delivered in an effective, efficient and professional manner to the complete satisfaction of all of our customer/s. To ensure the installations are to current regulations and to be able to work as a team member.

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.

- Able to demonstrate a proven track record with (post apprenticeship) experience of project installation work.
- Must have had two years' experience working as an Electrician subsequent to the satisfactory completion of training and immediately prior to the application for this grade.
- Approved Electricians must possess particular practical, productive and electrical engineering skills with adequate technical supervisory knowledge so as to be able to work on their own proficiently and carry out electrical installation work without immediate supervision in the most efficient and economical manner.
- Be able to set out jobs from drawings and specifications and requisition the necessary installation materials.
- Be able to accept responsibility for the proper completion of jobs and, if required, supervise other operatives.
- Install and modify electrical components and systems to include 1st fix containment, 2nd fix installations, power & lighting including Commissioning.

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- To be able to carry out all testing and inspection to enable the completion of certification.
- Assist the Project Manager / Supervisor with the required information to enable the compilation of estimates / quotations as required.
- Conform to safety rules and apply good engineering and safety practices.
- To be comfortable to install tray, ladder, conduits etc. as per construction drawings.
- Must be willing to undertake company standard internal training workshops and complete all mandatory training.
- To provide information on progress of the project as per Project Programme & to follow RAMS.
- Adherence to all current company procedures.
- Adherence to the Quality Management System applied to all M&E systems.
- To work as a team member and to assist in developing relationships with all customers and potential new customers.
- Ensuring continuous improvement and drive for value for money.
- Willing to work in secure and sensitive environments.
- If a van is issued, to keep this clean and tidy at all times and store materials in a safe way.
- To keep administration teams updated on any change of order when collecting materials from wholesalers.

Resource responsibilities

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

To be able to direct work colleagues where necessary depending on experience to deliver specific works safely and on time.
Following the specific SOR'S issued and drawings.
To have the ability to assist the PM / supervisor to oversee Subcontractors when they attend site to ensure safe working and to protect both them and EMCOR operatives from bad working practices.

Person specification

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

- Qualified to City & Guilds 2360 Part 1 & 2 or equivalent NVQ & C&G 2382 -10 18th Edition, minimum requirements.
- C&G 2391-10 Inspection & Testing.
- C&G 2391-20 Design & Verification preferred but not required.
- Experience of commercial electrical installations.
- Experience of installation of LV distribution systems
- Experience of DC /UPS system is not essential but is advantageous.
- Experience of safe working practices and permit to work systems.
- Demonstrable skills in dealing and working closely with internal and external customers and suppliers on complex and interrelated issues on an ongoing basis.
- Be able to communicate effectively and have flexible approach to work patterns.
- First Aid, IPAF and PASMA training will be provided if required but advantageous if already certified.
- Preferably to hold SMSTS, SSSTS or IOSH

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.

UK travel may be required.
 Must hold a valid UK Driving Licence.
 Health, Safety and Wellbeing – required to work at height & under CDM regs.
 Required to wear corporate PPE.
 To have a professional approach to work alongside our prestige customer/s.

Line Manager <i>Signature</i>	
Print Name	

Job Description

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

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