

Employee Name			
Job Title	Electrician		
Line Manager	Electrical Team Lead – Manufacturing		
Supervising	N/A		
Document Number	JD608	Revision Date	25.05.2021
Based	Workshop		

Job Purpose Summary

The Electrician will work as part of the manufacturing team and will be required to carry out electrical assembly, wiring, control panel building and electrical testing of a variety of HVAC & Refrigeration equipment, following work pack instructions and technical drawings to our high-quality standard.

Key Responsibilities/Accountabilities

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

- Assembly of electrical components.
- Installation of cable tray and support systems.
- Installation, glanding and termination of cables.
- Assembly, wiring and testing of control panels.
- Electrical fault finding and rectification.
- Ensure work areas are maintained in a safe and tidy manner.
- Cleaning and packaging of units for dispatch.
- Completion of work pack documentation in line with work pack instructions.
- Able to work on own initiative and as part of a team.
- Play a proactive role in housekeeping and continuous improvement initiatives.
- Ensuring that tools and equipment used are complete and adequate to conduct the work and in good order, with particular attention to HSEQ implications.
- Actively participate in the Nucore Competence and Performance Management Systems.

HSEQ Responsibilities

- Comply with Nucore Group's HSEQ policies and procedures and ensure working practices are safe, always protecting the environment and Company reputation.
- Intervene, where possible, to prevent unsafe acts or conditions including stopping work where necessary. Restarting when it is safe to do so.
- Report any accidents, incidents or near misses and unsafe conditions, behaviours or acts to line management, or by using the Nucore Group observation card system.
- Ensure all personnel under your direct charge are suitably trained and competent to carry out the prescribed tasks and have read and understood RAMS issued to them, prior to starting work.

- Adhere to the controls described in risk assessments, RAMS and COSHH assessments, and highlight any shortcomings in the existing controls to line management.
- Visually inspect and check tools, equipment and plant which has been issued to you before use and report any deficiencies to line management.
- Correctly use PPE which you have been issued and inform line management when it is worn or damaged.
- Complete mandatory training as identified on the Nucore Group training matrix.
- On request, actively participate in audits and inspections.
- Actively contribute and work towards HSEQ goals, objectives, targets and initiatives
- Comply with client site safety requirements
- Ensure all waste handled is disposed of in a suitable manner

Experience/Education/Training			
Requirement	Essential	Desirable	How Assessed
<u>Education, Training, Qualifications:</u>			
SVQ/NVQ III or Apprenticeship in relevant discipline (or equivalent experience)	✓		DC
CompEX certification		✓	DC
BS7671 Wiring Regulations	✓		DC
Abrasive Wheels	✓		DC
<u>Experience:</u>			
Previous experience working as an Electrician at apprentice level for 3-5 years	✓		CV/Int
<u>Skills and Knowledge:</u>			
Computer literate in Microsoft Office packages	✓		CV/Int/PR
Good communication skills (written and oral) with ability to communicate technical requirements of the role with line manager	✓		CV/Int/PR

KEY:

CV = Application Form/CV JB = Job Records Int = Interview	Med = Medical Questionnaire DC = Documentary Evidence (E.g., Certificates) PR = Performance Review
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Signed by Employee		Signed by Line Manager	
Date		Date	