**Job Description**

**HGV Mechanic**

**Level: 8**

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| **Responsible To:**  | **Responsible For:** |
| Neighbourhoods Supervisor | NA |

**About the job:**

To repair and maintain our fleet of vehicles and grounds maintenance equipment at the Council’s Moss Side depot. Ensuring that vehicles comply with DVSA standards and in accordance with the terms of the Councils Operators Licence at all times.

**Role:**

Carry out PMIs, MOT preparation and various maintenance activities across the entire council fleet

Maintain vehicles/equipment to the approved standard, to achieve maximum vehicle availability.

Carry out necessary diagnostic work and specialist repairs where possible.

Attend roadside breakdowns and recover vehicles, if repairs are not possible.

Ensure that all necessary information is recorded and completed for each task.

Ensure that the workshop is kept clean and tidy.

Order parts and equipment from suppliers as and when required

Adhere to all Health & Safety requirements relevant to your working environment including workshop inspections.

You may, on occasions, be required to work overtime to ensure that sufficient vehicles are available to meet the needs of the end users.

Supervise and support our apprentices to achieve their goals and outcomes.

Knowledge of hydraulic, pneumatic, and electronic control systems would be an advantage

Experience in fabrication, welding and cutting techniques would be an advantage

You will be courteous in dealing with members of the public to ensure that any enquiries or conflicts are dealt with in a professional manner.

To actively participate in all mandatory training both corporate & operational.

To comply with the Council’s Health and Safety Policy and to take such steps as are reasonably practicable for your own health and safety and that of your colleagues at work and those affected by your work including the general public.

To carry out any other duties which are consistent with the nature, responsibilities, and grading of the post.

**Responsibilities:**

**Team:**

* You will work with your colleagues to prioritise team objectives over individual objectives.
* You will support and respect your colleagues at all times**.**
* You will work together to share knowledge and experiences to improve your service.
* You will participate in development activities as required.

**Corporate:**

* You will carry out your duties and responsibilities in line with the Health & Safety Policy and associated legislation.
* You will actively engage with customer care, value for money and performance management.
* Your duties will be carried out in line with our equality scheme.
* You will be compliant at all times with GDPR and data protection legislation.
* You will constructively participate in communication and promotional activities.

**Organisational:**

* You will be prepared to take on responsibilities and projects that may be outside of your normal work area but are relevant to your role.
* You will support an inclusive culture which provides opportunities for everyone to participate and progress.
* You will support effective relationships across all Directorates, with stakeholders and external partners to ensure the Council’s priorities and objectives are met.
* You will positively promote and represent the Council at all times.

**What the successful candidate will have:**

**Qualifications**

* Full current driving licence with category C1 entitlement.
* Level 3 in HGV maintenance or equivalent

**Experience**

* Experience of carrying out servicing, maintenance and repairs to vehicles, plant and equipment.
* Experience of maintaining a mixed municipal fleet
* Experience of carrying out diagnostic work and specialist repairs.
* Practical experience of operational service delivery operations.
* Can demonstrate flexibility and adaptability to meet the needs of the customer
* Practical experience of following health and safety procedures and policies, including the correct use of Personal Protection Equipment (PPE).

**Skills & Abilities**

* Willingness to work flexible working patterns
* Excellent planning and organisation skills
* Can demonstrate flexibility and adaptability to meet the needs of the customer and service

**Our Values & Behaviours**

**Customer Focused** - We listen to our communities, keeping them informed about the things that matter most to them and providing a professional and responsive service.

**Forward Thinking** - We solve difficult problems by being adaptable, resilient, and innovative.

**Working Together** - We are focused on achieving our collective goals as an organisation and we support our colleagues to deliver excellent services.

**Making a Difference** - We make a positive difference for our communities by being helpful and going the extra mile.

**Delivering Quality Services** - We strive for quality in everything we do, making sure the people of Chorley and South Ribble get the best outcome.