

ADVANCED TRANSPORT SYSTEMS LTD
JOB DESCRIPTION

JOB TITLE	Technician / Controller
SALARY BAND	£30k - £32k
LOCATION	Heathrow
RESPONSIBLE TO	Operations and Maintenance Manager

MAIN PURPOSE OF JOB

To ensure that a safe and excellent service for the client and customers is provided on a shift basis by ensuring that the system operates reliably and to the highest standards.

KEY TASKS

The Technician / Controller is expected to provide a multi-functional support role to the PRT System, covering a range of maintenance and operations function. He / She is expected to adopt a flexible approach to their job so as to ensure a high level of performance and at all times ensure a continued focus on the needs of our client and customers. He/she is responsible for the maintenance of the full range of assets that constitute the PRT System. Other key responsibilities include:-

- Responsible for the delivery of sufficient operational vehicles at the appropriate times to enable the correct level of service to be operated.
- Maintenance of system assets including control systems, AVP, radio, power and M&EE equipment
- Maintenance of technical information, procedures and records.
- Procurement specifications for engineering materials and components
- Liaison with other staff and external contractors
- Responsible for development and implementation of company policies in association with other staff
- Ensuring that employees, contractors and visitors are aware of safety procedures and any relevant legislation
- Ensuring that all equipment, plant and substances being maintained are suitable for the task and are kept in good working condition; this includes the regular maintenance and servicing of equipment
- Ensuring adequate training, information and instruction has been received to ensure that work is conducted safely
- Applying the requirements of risk assessments and high-lighting any modifications.
- Taking immediate and appropriate steps to report any risks to health and safety arising from the work activity

- Bringing to the prompt attention of senior management any health and safety issue that requires their attention
- Ensuring that all accidents and 'near misses' are properly reported and assisting with any investigation that is carried out to determine causal factors
- Maintaining safe access to and egress from the workplace at all times
- Provide the safe and efficient day to day operation of the PRT service
- Management of response to incidents including management of incidents
- Provide Incident Investigation
- Liaise with BAA and Key Interested Parties
- Co-ordinate with other Control Room staff
- Co-ordinate emergency planning

In addition all Technician / Controllers must:

- take reasonable care for their own health and safety
- consider the safety of other persons who may be affected by their acts or omissions
- work in accordance with information and training provided
- refrain from intentionally misusing or recklessly interfering with anything that has been provided for health and safety reasons
- report any hazardous defects in plant and equipment, or shortcomings in the existing safety arrangements, to a responsible person without delay
- not undertake any task for which authorisation and/or training has not been given

SKILLS, KNOWLEDGE & EXPERIENCE

- Considerable experience in mechanical / electrical maintenance environment.
- Proven ability to communicate with a highly skilled team through continuous and rapid change. Ability to relate to colleagues in the team.
- Full driving licence.
- Educated to City & Guilds Level 2 or NVQ Level 3 standard or above.
- Broad knowledge of transport operations.