

JOB TITLE	Engineering and Maintenance Manager
LOCATION	Bristol Area
EMPLOYMENT	Permanent
REPORTS TO	Plant Manager

DESCRIPTION OF FUNCTION

The Engineering & Maintenance manager is responsible for all aspects of Engineering & Maintenance at Avonmouth, in collaboration with the Central Engineering & Maintenance Team.

The Engineering & Maintenance managers goal is to ensure optimal long-term availability of the plant, to preserve the value of the assets and to comply with environmental health and safety requirements.

Ensuring financial targets are met within the Engineering & Maintenance department.

The Engineering & Maintenance manager is responsible for efficient planning and execution of maintenance activities associated with the facility, including planned and unplanned maintenance periods.

The Engineering & Maintenance manager will be primarily focused on.

- Safety and Work Management to deliver a robust and efficient asset management system.
- Day to day management of the Engineering & Maintenance team, managing direct reports' contractual hours of work on a monthly and annual basis.
- The overall responsibility the Engineering & Maintenance function the plant, overseeing and managing all aspects of planned and reactive maintenance
- To maintain Avonmouth to the appropriate legislation as well as Company requirements.
- Budget management and responsibility for the OPEX and lifecycle CAPEX associated with maintaining the plant.
- Working closely with the Operations Manager to deliver robust Engineering &
- Maintenance solutions to maximise the availability, reliability and throughput of the facility.

Accountable to: Plant Manager.

Responsible for: Mechanical Engineer, EC&I Engineer, Business Support Co-ordinator, Stock Controller

JOB RESPONSIBILITIES & DUTIES

- Ensure optimal long-term availability of the plant and preserve the value of the facility within approved budget.
- Overall responsibility for all maintenance and repair activities during planned or unplanned shutdowns.
- Manage statutory inspections ensuring all documentation is completed and up to date.
- Ensure the plant the Computerised Maintenance Management System (CMMS) is utilised to its full potential.

- Oversee plant modifications in line with the Engineering & Maintenance Change Management procedure.
- Ensure that all activities within the ERF plant are carried out in a safe manner in line with the company's policies and health, safety, and environmental statutory requirements.
- Control a Safe System of Working to ensure activities are carried out in a safe manner. Including staff, working with contractors to ensure their safety.
- Participate in continual personal development within the organisation to achieve improved performance, promote flexible team working by creating an environment and the resources which will enable the team to identify issues and create innovative solutions to problems and opportunities.
- Responsible for overseeing departmental OPEX and CAPEX budgets and ensuring efficient resource allocation. Track and manage project budgets, ensuring adherence to financial guidelines.
- Implement strategies to Identify cost-saving opportunities and recommend budget adjustments.
- Carry out regular team meetings (or briefings) ensuring good communications are always achieved, encouraging team and individual involvement in decision making processes.
- You must remain aware at all times of your responsibilities for your own Health and Safety, for the Health and Safety of those directly responsible to you, your work colleagues and any others who may be affected by the operations under your responsibility or control. You must always ensure that the correct PPE is worn. Please refer to the Health and Safety Policy for further details on your specific responsibilities.
- You must adhere to all Company Policies & Procedures (including but not limited to) those specified in the Employment Handbook, H&S Policy, EMS System, IMS System, Management Guide, and any financial/accounting systems.
- Apart from the duties summarised in your Role Profile, the company reserve the right to include other reasonable duties which are part of, and incidental to, this type of work.
- This position will require response to plant and equipment breakdowns both during normal working hours and outside of normal working hours.
- This role requires a flexible approach to ensure that vital work is achieved timely and accurately. Working to a staff contract there will be times when weekends, nights and bank holidays will have to be worked.
- Support Safety & Compliance Manager and Environmental Technical Lead with data for reports as required by EA and other regulatory bodies where required, to ensure the site complies with all statutory requirements for Health, safety and environmental issues.
- Involvement in all management meetings pertinent to production and maintenance.
- Full responsibility of the purchase of spares and constant review of the sites stock holding in line with business requirements.
- Ensure all Contractors utilised are managed in line with company procedures. This will include ensuring all Health and Safety rules are adhered to e.g. method statements, risk assessments and signing in procedures.
- To carry out annual and timely Performance Annual Reviews (PAR's) of all direct reports.

CAPABILITY PROFILE; KNOWLEDGE, SKILLS AND EXPERIENCE

KNOWLEDGE

Essential

- KE1 – Knowledge of maintenance and upkeep of pressure systems, steam turbines, electrical generation systems and the associated machinery and equipment.
- KE2 – Understanding of safe systems of work i.e., plant isolations and safety systems.
- KE3 – Knowledge of Preventative Maintenance Systems.
- KE4 – Knowledge of Distributed Control Systems upkeep and maintenance (Valmet, Siemens etc.)

Desirable

- KD1 – Effective team building, encouraging, motivation and people value.

SKILLS

Essential

- SE1 – Computer literate.
- SE2 – Excellent communicational skills are required at all levels; both verbally and written.
- SE3 – Good organisational skills.
- SE4 – Ability to think logically and solve problems effectively and efficiently.

Desirable

- SD1 – Good communication and report writing skills.
- SD2 – Ability to co-ordinate work activities including contractors.

EXPERIENCE

Essential

- EE1 – Experience of health, safety and environment legislation relevant to process or power industry.
- EE2 – Experience in working with a Computerised Maintenance Management System.
- EE3 – Experience in leading teams and contractors to deliver agreed Key Performance Indicators (KPI's).

Desirable

- ED1 – Experience in working within Permit to Work and Safe System of Work environments.
- ED2 – Worked within a busy environment with many time pressures.

QUALIFICATIONS

Essential

- QE1 – Possess appropriate Engineering & Maintenance qualifications at Degree / HND level (or equivalent).
- QE2 – Appropriate skills and experience of CDM outage projects within the power generation industry.

Desirable

- QD1 – Formal H&S qualifications.
- QD2 – Full, clean driving licence.
- QD3 – Member of the Chartered Institute of Waste Management or equivalent.
- QD4 – Relevant COTC