

JOB DESCRIPTION

Job Title	Building Services Engineer (Air Conditioning)		
Directorate	Regulatory and Operational		
Reporting to	Mechanical Works Manager		
Grade	11		
Evaluation ref:	AU1176	Job ref:	Family PRC11
Role purpose			
To provide technical expertise and advice on xxx service operations or delivery to ensure that is of a high quality and supports the delivery of Council objectives.			
Responsibilities			
<p>Act as Authorising Engineer in relation to Council's trade accreditations (Refcom).</p> <p>Check and sign-off all statutory certification, take responsibility for appropriate remedial action where certificates are inaccurate or further work is required.</p> <p>Liaise with support staff to ensure an accurate digital archive of all certifications is maintained.</p> <p>Provide technical direction to others in their area of specialism.</p> <p>Produce high first-time fix rates, determine and deploy the correct repair, carry out to a high quality using the correct materials and skills.</p> <p>Manage allocated planned preventative maintenance (PPM) works in a timely manner to ensure the Council meets its statutory and operational compliance targets.</p> <p>Contribute towards reducing Corporate Property maintenance costs.</p> <p>Contribute as a member of the Property Maintenance Group, e.g. identify and suggest areas for service improvement and implement required improvements.</p> <p>Carry out technical reviews and produce recommendations relating to lifecycle estimates.</p> <p>Co-ordinate with a range of suppliers to ensure the correct materials are ordered for works and that they are fit for purpose.</p> <p>Liaise with the Operations Manager, project leads, sub-contractors and suppliers on the delivery of maintenance and small works projects.</p> <p>Participate, on a rota basis, in the out of hours call out response, to make safe and provide suitable repairs.</p>			

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Work remotely and independently using technology to assist in delivering the Councils maintenance service.

Participate in the development, implementation and delivery of efficient work programming and scheduling and the use of hand-held mobile devices. Ensure work is completed within time scales and that effective working practices are used to produce the required safety and quality standards.

Participate in and on occasions lead in the delivery of toolbox talks.

Keep abreast of best practice in the sector and take part in implementing necessary changes in working practices and facilitate/arrange training to keep the workforce up to date.

Carry out condition surveys, produce specification and detailed work schedules in conjunction with activities across the business.

Impact

Knowledge

	Essential	Desirable	
Demonstrable knowledge of current legislation and guidance relating to required disciplines.	X		
Thorough understanding of control systems and fault finding.	X		
Ability to speak fluent English as stated in Part 7 of the Immigration Act (2016).	X		
Up to date knowledge of manufacturers and products.	X		
Understanding Asbestos regulations.	X		
Understanding of L8 legislation.	X		

Experience

Experience of professional and trade activities relating to systems and appliances including appropriate H&S activities.	X		
Previous experience in working in a facilities management environment.	X		

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Experience working with CAFM (computer aided facility management) systems.	X		
Qualifications / Registrations / Certifications			
Relevant professional or trade qualifications (HND/C, OND/C, C&G, BTEC etc).	X		
UK driving licence (clean).	X		
Skills			
Safe handling of refrigerants (C&G 2079) 18 th edition wiring regulations IOSH IPAF PASMA Asbestos awareness HVAC BMS Controls	X		
Working Conditions			
Working Arrangements			
Somerset Council's dynamic Working Strategy will be applied to this position.			
Corporate Responsibilities			
Understand, uphold, and promote the aims of the council's equality, diversity, and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.			



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Date: June 2025