

Job Description

Job Title	PCV Mechanic (full time)
Main Objectives	<p>We are looking for a fully skilled technician who has completed an NVQ level 3, C&G or equivalent qualifications in Automotive Engineering. You will have previous experience of working on Coaches and/or Buses of different ages and manufacturers.</p> <p>You will also be aware of all legislation with regards to passenger service vehicles and be competent in completing safety inspections and MOT preparation work.</p> <p>You must have good communication skills and be able to interact with our drivers and help diagnose and repair any faults as reported. A full UK driving license is essential and a PCV license would be an advantage.</p>
Relationships	
1) Directly responsible to	Engineering Director
2) Regular and direct working relationships with	Other Mechanics Engineering Director
3) Direct working Relationships with	Engineering Director
4) Indirect Working Relationships with	Company Directors Transport Manager Office Staff
Key Responsibilities	<ol style="list-style-type: none"> 1) Inspecting and maintaining a diverse fleet of coaches and buses to a strict high standard 2) Communicating with a team of mechanics and drivers and providing support to colleagues 3) Diagnosing faults efficiently using diagnostic equipment and experience 4) Completing all relevant paperwork to a high standard 5) Organising you daily workload 6) Effectively repair electrical, mechanical and bodywork on vehicles 7) Ensure health and safety standards are meet without compromise 8) To ensure the Driver 'First Use' and defect procedure is fully completed to ensure safety and road-worthy condition of the vehicle. 9) To carry out additional duties as requested by your Supervisor/Manager.
Experience, Knowledge & Qualifications	<ol style="list-style-type: none"> 1) Be reliable, flexible and well-presented 2) Be a team player, be able to use your own initiative and have a

Required	<p>meticulous attention to detail.</p> <ol style="list-style-type: none"> 3) Hold a recognised Engineering Qualification 4) Have excellent all round engineering skills and diagnostic ability. 5) Have had previous experience working with large PSV 6) DVSA PSV inspection standards 7) DVSA MOT inspection standards 8) Must hold a valid PCV License with no more than 3 penalty points 9) Must be able to demonstrate an understanding of written and spoken English 10) Ability to work without close supervision 11) A proactive 'want to help' attitude
Health & Safety Responsibility	<ol style="list-style-type: none"> 1) Maintain an awareness of and observation of Fire and Health and Safety Regulations
Safety Critical	<ol style="list-style-type: none"> 1) Comply with all company policies including the Safety and Environmental Policy Statements and Drugs and Alcohol Policy. 2) Set an example by carrying out my duties in a safe manner and ensuring that I do not put myself or others at risk.