

JOB DESCRIPTION

| | |
|----------------|---|
| Job title | Engineering Apprentice (Maintenance) |
| Department | Engineering |
| Reports to | Engineering Manger – Maintenance & Projects |
| Location | Shoreham Port Estate |
| Remote Working | A |

Role Summary

To work within the Engineering Team providing a high level of customer service assisting with the maintenance and improvement of the Port's infrastructure, property portfolio and Port operated facilities.

Key tasks and responsibilities

- Adherence to, Risk Assessments, Method Statements, Statutory Responsibilities, and Port Health & Safety policies and procedures at all times.
- To complete a day release Level 2 qualification in Property Maintenance.
- Assist the Maintenance team in the undertaking of planned and reactive maintenance to our property portfolio and critical infrastructure.
- Assist in monitoring and reporting on the condition of the properties and Port operated facilities.
- Helping to ensure high standards of maintenance are achieved with the Port critical infrastructure and property portfolio.
- Assisting other members of the Engineering Team as and when appropriate
- Any other duties as directed

Key skills/Person specification

- Meet the entry requirements for literacy and numeracy for Level 2 qualification.
- A willingness to learn with an enthusiastic approach with an appreciation of safety.
- Team player
- Clear communicator

Health & Safety: All home safe and well daily

- Highlight unsafe behaviours and conditions to ensure we all go home safe and well daily.
- Follow the training and guidance provided and only undertake tasks you are competent to do.
- Ensure you understand the processes you are asked to follow.
- Ensure you understand how to use any equipment provided, how to store/maintain it and when to raise an issue with it.
- Actively participate in your team, making suggestions on how we can improve the way we work.
- Report all accidents and near misses so they can be investigated and acted upon.

Our values

