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| A | **Post Details** | | | |
|  | Job Title: | Service Engineer Level 1 – Mobile Interior Service Team | Function: | Engineering |
|  | Location: | To be confirmed | Unique Post Number: | To be confirmed |
|  | Reports To: | Line Manager | Grade: | SE1 |
| B | **Purpose of the Job** | | | |
|  | Responsible for carrying out routine repairs, examination work  and first level fault finding as directed by the Team Leader, working  safely and effectively with the team at all times, to the required  standards and specifications. | | | |
| C | **Principal Accountabilities** | | | |
| C1  C2  C3  C4  C5 | Carry out examinations of trains for interior defects including toilet defects.  Carry out repair work, routine maintenance and supplementary overnight  exams on train toilets to specification as required.  Carry out defect rectification, component changes / heavy lift as required.  Complete any documentation required.  Work as directed by the MIST production delivery engineer or on duty shift production delivery engineer | | | |

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| D | **Safety Responsibilities** | | | | |
| D1 | This post is required to undertake SAFETY CRITICAL WORK | Yes | Y | No |  |
| D2 | This is a KEY SAFETY POST | Yes | Y | No |  |
| D3 | This post requires SECURITY CLEARANCE | Yes | Y | No |  |
| D4 | The job requires competence in PERSONAL TRACK SAFETY | Yes | Y | No |  |
| D5 | This job has SPECIFIC SAFETY RESPONSIBILITIES (if Yes see section D6 below) | Yes |  | No | N |
|  |  | | | | |
| D6 | The post holder has the following specific safety responsibilities: | | | | |
|  | Carrying out Planned General Inspections of the following locations:   * [list locations or delete if not applicable] | | | | |
|  | Acting as Fire Precautions Manager for the following locations:   * [list locations or delete if not applicable] | | | | |
| E | **Decision making Authority** | | | | |
| E1 | Not Applicable | | | | |
| F | **Most Challenging and/or Difficult parts of the role** | | | | |
| F1  F2 | Undertaking fault finding and repair on rolling stock toilets as required.  Use engineering management systems to create and manage daily work load. | | | | |

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| G | **Person Specification** |
|  | Southeastern aims to recruit people not just for jobs but for long term careers. We want good quality, talented people with the right attitude who will stay with us.For these reasons we look for evidence of the following Southeastern values and behaviours in all potential staff and our existing staff looking for promotion …. **OUR VALUES – Safe, Professional, Honest, Friendly and Flexible**  **OUR BEHAVIOURS**   * **Professionalism** – Aims to be the very best they can be through their attitude & respect for others. * **Honesty & Integrity** – Is transparent and honest taking full responsibility for actions. Demonstrates confidence and courage, dealing effectively with difficult situations * **Team work, Sharing and Supportive** – Aligns with others to deliver common goals. Shares ideas and information. Supports colleagues and works effectively with others. * **Adding Value** – Exploits opportunities to improve results and add value to the business. * **Empathetic** – Is empathetic to the needs of colleagues/customers, earning their trust and respect. * **Taking a Broader view** - Champions change and considers the long-term impact of decisions across the business   …. along with the particular experience/knowledge, skills and behaviours relevant to the position applied for.  The job demands the following blend of experience/knowledge, skills and behaviours (all are essential , unless otherwise shown and will be assessed by application and/ or interview/assessment) : |
| G1 G2  G3  G4  G5  G6  G7 | Experience, Knowledge & Qualifications Experience skilled mechanical / electrical work.  Practical Aptitude.  Able to pass Personal Track Safety course or Depot Track Safety course.  Physically fit and able to pass a medical to engineering standard.  Ability to follow schematics and diagrams.  Full UK driving licence and complies with company vehicle policy. |
| G2 G1 | Skills (including any specific safety critical competencies) Able to pass core mechanical and core electrical skills competency assessments. |
| G3 G1 | Behaviours As set out in our core values and codes of conduct |
| G4 | **Other**  **Not applicable** |

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| I | **Dimensions of role** | | | | |
| I1 | Financial – Direct: | | NONE | | |
| I2 | Financial – Other: | | NONE | | |
| I3 | Staff Responsibilities – Direct: | | NONE | | |
| I4 | Staff Responsibilities – Other: | | NONE | | |
| I5 | Any Other Statistical Data: | | NONE | | |
| J | **Acknowledgement** | | | | |
| J1 | Prepared By: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| J2 | Approved By (Head of Department): | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **K** | **Job Description Briefing** | | | | | |
|  | The post holder has been briefed on and understands the requirements of this Job Description and other related documents: | | | | | |
|  | Name of post holder: |  | Signature: |  | Date: |  |
|  | Name of briefing manager: |  | Signature: |  | Date: |  |
| **L** | **Nominated Deputy for Safety requirements** | | | | | |
|  | If this is a KEY SAFETY POST (D2 in Safety Details above is YES) at least one nominated deputy must be identified. The Job Holder must ensure that the Nominated Deputy(ies) receives a copy of, and is briefed on this Job Description. If there are more nominated deputies, they should sign further copies of this Job Description. | | | | | |
|  | The nominated deputy has been briefed on and understands the requirements of this Job Description and other related documents: | | | | | |
|  | Name of nominated deputy: |  | Signature: |  | Date: |  |
|  | Name of briefing manager: |  | Signature: |  | Date: |  |