

Job Description

JOB TITLE:	Estates Mechanic
SALARY:	Scale H on the Support Staff Pay Scale
REPORTS TO:	Director of Estates and Facilities
CAMPUS:	BCA
JOB PURPOSE:	To service, maintain and repair all agricultural and horticultural equipment across the BCA Estate. Provide the machinery required to enable outstanding learning and maintain facilities across our curriculum departments

Main Duties

Servicing, maintaining, and repairing agricultural and horticultural machinery including tractors, tractor implements, telehandlers, ride on mowers and pedestrian grounds care equipment

Maintain service record logs for machinery and equipment maintenance.

Diagnose mechanical, hydraulic, and electrical faults and deliver effective solutions

Undertake welding and fabrication of simple components on equipment and structures across the college Estate.

Order workshop materials, parts and equipment using the college Finance purchase system.

Manage red diesel and petrol supplies in accordance with statutory regulations.

Manage waste materials from the workshop in accordance with statutory regulations.

Liaise with specialist service contractors and dealerships to ensure resources meet operational standards and requirements.

Maintain a machinery asset register and inventory contributing to the development of these resources and a replacement policy.

To mentor apprentices or work placement students from time to time.

Operate tractors and vehicles to assist the wider Estates department as required.

To assist curriculum departments with machinery demonstrations and practical projects as required.

To assist in the preparation for, and participate in, College public and promotional days.

To maintain the yard and workshop in a safe and tidy condition, meeting H.S.E. recommendations and college standards. Maintaining the COSHH register and assessments for workshop materials.

To ensure security of yard and workshop.

General Duties

Promote a teaching, learning and working environment that is free from discrimination, harassment and bullying and where all students and staff feel safe to express their individuality.

Be responsible for safeguarding and promoting the welfare of students.

Maintain student morale and discipline within the college site.

Through CPD ensure you keep up to date with relevant industry and academic development.

Conduct yourself whilst undertaking college duties within the parameters of the Group's values.

Any other duties commensurate with the level of responsibility within the Group.

NOTE

This post is not exempt from the Rehabilitation of Offenders Act 1974. For further details on our policy on the Recruitment of Ex-Offenders can be found [here](#).

PERSON SPECIFICATION – ESTATES MECHANIC

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
L2 English	X		AF
L2 maths	X		AF
A diploma, or other qualification in Agricultural Engineering, Mechanical Engineering or Motor Mechanics.		X	AF
MIG welding certification to BS 287.		X	AF
An NPTC certificate of competence, or equivalent, in Tractor Driving Operations and Telehandler Operations.		X	AF
EXPERIENCE			
Experience of maintaining a range of agricultural and horticultural machinery in a professional role.	X		AF
SKILLS, KNOWLEDGE AND ABILITIES			
Demonstrate a thorough knowledge of engines, hydraulic and electrical systems and associated operating systems.	X		IV/AF
Ability to 'fault find' to an efficient standard	X		IV/AF
Sound communication and organisation skills, IT literate.	X		IV/AF
An excellent practical, methodical and diligent approach to tasks	X		IV/AF
A flexible and positive attitude.	X		IV/AF

KEY:

Evidence of all of the elements marked AF or AF/IV must be present in the application form in order to be shortlisted for an interview

All of the elements marked IV will be assessed at interview.

All of the elements marked AF/IV will also be assessed at interview.

All or some of the elements may be assessed by the Test/Presentation