**Job Description**

**Job Title:** Advanced Technician

**Career Level:** Level 5

**Department or Business Sector:** Workshop – Subtractive Team

**Location**: Workshop

**Reporting to (manager’s job title):** WorkshopTeam Leader

***Please read the notes on pages 2 and 3 before completing these sections.***

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| **Heading:** | **Description** |
| 1. **Job Purpose** | This role will involve supporting the manufacturing process from job request through to delivery of components, including but not limited to:   * + - Supporting Manufacturing Engineers on delivering products and services     - Providing technical input into manufacturing feasibility reviews     - Machine tool programming, setting and operation     - Mentoring of Apprentices |
| 1. **Communication** | This role involves regular communication with all roles in the Workshop. |
| 1. **Innovation** | Suggests CI's on a regular basis and often looks for ways to improve their work place through these suggestions. Will come up with solutions and implement them. Will lead solve it sheet activities. |
| 1. **Knowledge** | Has gained a significant amount of manufacturing experience and has a deep understanding of the relevant manufacturing processes. Has developed their career and can contribute to the engineering capability of the MTC.  Specific skill sets are to be defined dependant on the area of the role. |
| 1. **Person Specification** | ***MTC Core Values*** *- Sets a good example of the MTC "RIGHT WAY" with an ability to explain to others. Continuously delivers and promotes a positive working attitude creating a great work culture*  ***Safety*** *- Responsible for their own health and safety and for others. Can identify and challenge safety issues. Supports with the H&S team engagement. Actively promotes the raising of Good Spots. Creates H&S documents, SSOWs and safe processes for their area of expertise.*  ***Level of Supervision required*** *- Can work competently on medium and high risk projects, alone or as part of a team. Manages their workload with little to no support.*  ***Personal Development*** *- Has the ability to create technical and learning objectives for self but requires support and validation. Demonstrates an awareness of SMART objectives. Needs support in identifying training requirements. Being self aware to understand when support is required and actively seeks it out.*  ***Continuous Improvement (CI)*** *- Suggests CI's on a regular basis and often looks for ways to improve their work place through these suggestions. Will come up with solutions and implement them. Will lead solve it sheet activities.*  ***Mentoring / Training*** *- Will be competent to a level of being able to deliver internal training and mentoring to apprentices/ technicians and be able to identify where they may be going wrong.*  ***Process Compliance*** *- Can identify opportunities for improvement of processes and implement changes. Challenges non-compliance.*  ***Time Management*** *- Professional with time management. Actively engaging and managing own workload, can support other in doing the same. Submits timesheets on time. Adheres to company policies regarding time management. Shows an aptitude towards challenging engineers in project timings.*  ***Other Responsibilities*** *- Takes on other duties. Proactively engages and can discuss thoughts with engineers. Communicates at all levels. Helps to maintain the 5S standard within the workshop, challenging those who do not.* |