

## JOB DESCRIPTION

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| **Post Title: Electrician** | |
| **Department: Communities & Wellbeing** | **Establishment/Post No:** |
| **Division/Section: Highways Operations** | **Post Grade: Craft** |
| **Location: Bradley Fold Depot or any other depot throughout the Authority** | **Post Hours: 37** |
| Special Conditions of Service: To be available for out of hours emergency call out on evenings and weekends as and when required, after a 6 month review | |
| **Purpose and Objectives of Post:**  To undertake the repairs, maintenance and installation of street lighting illuminated street furniture, lighting columns and ancillary equipment in accordance with Contract Specification. | |
| **Accountable to: Group Engineer (Street Lighting & Operations)** | |
| **Immediately Responsible to: Street Lighting Supervisor** | |
| **Immediately Responsible for: N/A** | |
| **Relationships: (Internal and External):**  **Internal:** All Communities & Wellbeing employees and other employees of the Authority  **External:** Members of the public, public utilities, Emergency services | |
| **Control of Resources:**  **Personnel:** None  **Financial** None  **Equipment:** All tools, equipment and materials designated to the postholder to carry out his/her duties. All plant and appliances within the operational area of the postholder in liaison with the Street Lighting Supervisor.  **Health & Safety:** Site safety, safety of the public, knowledge of Chapter 8 Traffic Signs Manual, Health & Safety at Work Act. To advise contractors, statutory undertakers and other bodies of their obligations under Health & Safety legislation insofar as work relates to the Council’s assets. | |

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| **Duties/Responsibilities:**   1. To carry out electrical installation underground and overhead cable networks repair/testing in accordance with Contract Specification. 2. The compliance with all appropriate legislation with regard to street lighting, illuminated street furniture and electrical installations. 3. To ensure that all stated safety policies, procedures and instructions are adhered to and that all the necessary records and checks are maintained. 4. The removal, repair, cleaning and/or installation of street lighting columns, lanterns, lamps and associated equipment. 5. The removal, repair, cleaning and/or installation of all street lighting and street furniture. 6. Installation of bollard bases, bollards and traffic signs. 7. Replacement of first fuses and operation of MCBS. 8. Replacement and reconnection of discharge lighting control gear. 9. Driving and operation of hydraulic platforms of up to and including 12 metres. 10. Setting and changing of all types of lighting controllers including thermal and electronic photo electric cells. 11. Excavation of holes for lighting column erection and assist with their erection. 12. Excavation of trenches and laying cable. 13. In addition to the usual range of tools and equipment, may be required to operate powered hand tools, minor plant and machinery. 14. Operation of other types of mechanical equipment used to facilitate the effective and efficient working of the street lighting section. 15. To take care of the Authority’s plant, equipment and test gear whilst carrying out duties. 16. The keeping of and completion of all necessary paperwork. 17. To ensure that all works are adequately protected and the safety of the workforce, public and vehicles is maintained at all times. 18. To participate in approved training appropriate to the trade. 19. To undertake other duties of a similar nature as may be requested by management. 20. To ensure that protective clothing is worn and maintained at all times. 21. To be courteous at all times and maintain the Authority’s Customer Care Policy.     **As an employee of Bury Council you have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults and for ensuring that they are protected from harm.** | | |
| **As an employee of Bury Council you have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults and for ensuring that they are protected from harm.**  **Bury Council is committed to equality, diversity and inclusion, and expects all staff to comply with its equality related policies/procedures, and to treat others with fairness and respect.**  **The post holder is responsible for Employees Duties as specified with the Corporate and Departmental Health and Safety Policies.**  **Where an employee is asked to undertake duties other than those specified directly in his/her job description, such duties shall be discussed with the employee concerned who may have his/her Trade Union Representative present if so desired. (See paragraph 203 of supplemental Conditions of Service).** | | |
| **Job Description prepared by:** | **Sign:** | **Date:** |
| **Agreed correct by Postholder:** | **Sign:** | **Date:** |
| **Agreed correct by Supervisor/Manager:** | **Sign:** | **Date:** |

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| **BURY COUNCIL**  **DEPARTMENT OF COMMUNITIES & WELLBEING** PERSON SPECIFICATION **STREET LIGHTING ELECTRICIAN** |  |

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| **ASSESSMENT METHOD** | **SHORT-LISTING CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| Application and interview | Hold a current driving licence, and be able to drive class C1 vehicles. | **✓** |  |
| Application and interview | Be a time served electrician. | **✓** |  |
| Application and interview | Hold City and Guilds parts A and B; or parts 1 and 2; or equivalent. | **✓** |  |
| Application and interview | Hold City and Guilds 2382-15 17th Edition (2382-12 course will be acceptable). | **✓** |  |
| Application and interview | Hold City and Guilds 2392 Inspection and testing. | **✓** |  |
| Application and interview | Have a good working knowledge and experience of all aspects of street lighting installation and maintenance. |  | **✓** |
| Application and interview | Be IPAF trained. |  | **✓** |
| Application and interview | Be able to work on own initiative. | **✓** |  |
| Application and interview | Be able to work to a high degree of accuracy. | **✓** |  |
| Application and interview | Have the ability to comply with the Council’s specific obligations under current Health & Safety legislation including, but not restricted to: Method Statements, Risk Assessments, Health & safety guidance notes and documentation, COSHH information. | **✓** |  |
| Application and interview | Be available for the emergency out of hours call out rota, after a 6 month review. | **✓** |  |