

Job Description

Job Title: Maintenance Engineer (Water Treatment) Reports To: Contract Manager / Customer Account Manager
--

Job Summary

To undertake the maintenance and repair of the Water Treatment service of buildings as required under contract.

Domestic Water Services – L8:

- Supporting requirement in water risk assessments
- Completing weekly/ Monthly/ Quarterly measurements and descales
- Take TVC and Legionella samples and submit to local laboratory for analysis
- Obtained lab results as required and analyse results
- Keep all log books up to date \
- Report finding to customer
- Advise customer of any out of parameter results
- Complete chemical treatments as required and re-measure
- Partner with specialist supplier for support and consultation

Closed Systems:

- Understanding of system design and flow measurements on all secondary systems
- Reviewing Monthly/ Quarterly measurements
- Understanding and reporting on BMS valve stroking exercises
- Obtained lab results as required and analyse results
- Keep all log books up to date
- Report finding to customer
- Advise customer of any out of parameter results
- Complete chemical treatments as required and re-measure
- Partner with specialist supplier for support and consultation

Softened Water System for Condense Water:

- Take overall responsibility of softener levels, testing, operation and reporting.
- Manage salt levels and water softener daily while reporting any defects on system.
- Undertake daily inspection of break tank while reporting any defects on system.
- Undertake daily inspection of softened boosted water pumps while reporting any defects on system.

Cooling Towers:

- Take overall responsibility of cooling towers testing, operation and reporting.
- Complete daily plant check on towers while reporting any defects on system.
- Undertake daily inspections and bromine testing & report in logbook.
- Daily review TDS levels and system alarms while reporting any defects on system.
- Undertake weekly dip slides and incubate & report in logbook.
- Partner with water treatment specialist on monthly inspections while reporting any defects on system.
- Plan and manage 6m clean and chlorination on towers out of peak seasons with specialist and client
- Obtained lab results as required and analyse results
- Keep all log books up to date
- Report finding to customer
- Advise customer of any out of parameter results
- Complete chemical treatments as required and re-measure

Condense Water:

- Understanding of system design and flow measurements
- Understanding, monitor and reporting on BMS operations and parameters
- Oversee planned maintenance activities on system secondary plate heat exchangers inclusive of 6m descale through strict management plans.
- Understand system recovery processes in the event of system failure
- Reviewing Monthly/ Quarterly measurements
- Obtained lab results as required and analyse results
- Keep all log books up to date
- Report finding to customer

Building Services

- Manage all aspects of day to day maintenance
- Ensure water treatment testing is carried out as above
- Ensure that all tasks completed within the Service Level Agreement
- Issue weekly report on all systems parameters
- Monitoring B.M.S. system and alarms - Monitor B.M.S. for correct operation and make adjustments as required, acknowledge and address alarms as they arise
- Liaise with clients to ensure H.V.A.C time extensions are implemented correctly and logged
- Monitor P.P.M tasks and ensure tasks are completed and logged
- Ensure that all staff and contractors are inducted with the specific client site requirements and that they are monitored, adhered to and enforced if required
- Maintain monitor and enforce sub contracted works, in conjunction with risk assessments and method statements, all works carried out on site from start to completion and if required carry out an effective hand-over of current live permits to the next shift to follow through to completion

- Maintain a good working relationship with building manager, client helpdesk and tenant facilities. Update all relevant parties of any issues
- Ensure that an acceptable operational stock level is maintained at all times. Obtain quotes for materials, place orders with suppliers when required ensuring budget is not exceeded. Liaise with suppliers regarding availability, prices and delivery dates for items to be sourced or delivered to site
- Housekeeping - Monitor plant, plant rooms, risers, corridors, roof areas and common areas, ensuring a clean safe work environment
- Provide on-call out of hours back up in case of emergency
- Adhere to company health and safety policies and attended in house training

Technical Requirements:

- Institution of Occupation Safety and Health - IOSH Certificate
- The Water Management Society - Member
- Royal Institute of Plumbing and Heating Engineers - Member
- City & Guilds - Legionella Water Risk Assessments in building water systems
- City & Guilds - Management and Maintenance of Hydrotherapy and swimming pools
- City & Guilds - Legionellosis, cooling towers operators and air conditioning
- City & Guilds - Water Regulations 1999
- City & Guilds - Plumbing Craft

General:

- To be a 'team player' within the office and contract
- Helping colleagues, as and when necessary, especially to meet deadlines
- Contribute effort towards Company Vision and Mission and observe Company values when actioning your objectives

Communication:

The post-holder should recognise the importance of effective communication within the team and will strive to:

- Communicate effectively with other team members
- Recognise people's needs for alternative methods of communication and respond accordingly

Personal/Professional Development:

The post-holder will participate in any training programme implemented by the Platinum Facilities as part of this employment, such training to include:

- Participation in an annual individual performance review, including taking responsibility for maintaining a record of own personal and/or professional development.
- Taking responsibility for own development, learning and performance and demonstrating skills and activities to others who are undertaking similar work.

Equality and Diversity:

The post-holder will support the equality, diversity and rights of colleagues to include:

- Acting in a way that recognises the importance of people's rights, interpreting them in a way that is consistent with Company procedures and policies and current legislation.
- Behaving in a manner which is welcoming to and of the individual, is non-judgmental and respects their circumstances, feelings, priorities and rights.

Quality:

The post-holder will strive to maintain quality within the Company, and will:

- Alert other team members to issues of quality and risk
- Assess own performance and take accountability for own actions, either directly or under supervision
- Contribute to the effectiveness of the team by reflecting on own and team activities and making suggestions on ways to improve and enhance the team's performance
- Effectively manage own time, workload and resources

Health & Safety:

The post-holder will assist in promoting and maintaining their own and others' health, safety and security as defined in the Platinum Facilities Health & Safety Policy, to include:

- Using security systems within the workplace according to Company guidelines
- Identifying the risks involved in work activities and understanding such activities in a way that manages those risks.
- Making effective use of training to update knowledge and skills
- Reporting potential risks identified.

Confidentiality:

- In the performance of the duties outlined in this Job Description, the post-holder may have access to confidential information. All such information from any source is to be regarded as strictly confidential.
- Information relating to the business of the Company may only be divulged to authorised persons in accordance with the Company policies and procedures relating to confidentiality and the protection of personal and sensitive data.

Note:

This job description is not intended to form part of the contract of employment or to be a complete list of duties and responsibilities, but it is a guide, for information, to the job. It will be periodically reviewed in the light of developing work requirements in the role. The post holder will participate in the review.