

Job Title: Workshop Technician

Reports to: Engineering Manager

Location: Basingstoke

Key Responsibilities:

- Assemble products to comply to Company standards.
- Test, inspect and sign off on completed products in accordance with company process.
- Study and interpret technical drawings.
- Confirming the parts list, interpret measurements and verify specifications.
- Determine the availability of materials and tools.
- Kitting/Cutting/Packing.
- Machining of parts to customer specification. Use of hand tools and light machinery to assemble components.
- Review processes and highlight and implement improvements where appropriate.
- Refurbishment of products.
- Take ownership of projects, ensuring deadlines and quality standards are met.
- Maintenance of machinery to ensure compliance and safe.
- Ensure all activities comply with ISO standards and contribute to ongoing certification.
- H&S; working to health & safety standards.
- Supporting and working towards the Company vision and values.
- Ad hoc duties as required.

Essential Experience/Qualifications :

- GCSE pass grade in Maths and English
- Demonstrable skills in mechanics or manufacturing.
- Good manual dexterity and problem solving skills. Excellent attention to detail and a commitment to high-quality work.
- A proactive and “can-do” attitude with a focus on problem-solving.
- Ability to work independently and as part of a wider team.
- Strong communication and organisational skills.
- Ability to work to tight deadlines.
- Commitment to professional development and self learning.

Desirable Experience:

- Proven experience of working in mechanical assembly or production environment.
- Vocational qualifications in an engineering related subject.
- Ability to read and interpret technical drawings.
- Experience of using hand tools.
- Knowledge of quality processes.

Workplace Values:

The list below outlines basic expectations of all employees. These are the company workplace values, and all employees should strive to achieve each of them every day.

- **1. Punctuality & Attendance**

Arrive at work giving enough time to begin your job at your contracted start time. Show respect for everyone's time and demonstrate your commitment to your role.

- **2. Professionalism**

Conduct yourself in a professional manner at all times when at work and when representing the company. Respect others and act with dignity, integrity and honesty in the workplace.

- **3. Dependable and Responsible**

Do what you say you are going to do. Value yourself, your job, the job expectations and perform at your best every day, taking responsibility for your actions and behaviours and learning from mistakes.

- **4. Teamwork and collaboration**

Working with your team and collaborating with the wider teams across the business, working as one, to execute work assignments and accomplish team and organisational goals. Embracing collaboration and displays good teamworking skills to make positive contributions in a team dynamic.

- **5. Commitment to personal development and learning**

Demonstrate a commitment to personal development in the workplace, through a continuous journey of self-improvement, focussing on enhancing professional skills, expanding knowledge and developing your abilities.