



**North
Northamptonshire
Council**

Job Description and Person Specification

Job details

Job title: Gas Engineer

Grade: NNCBAND05

Reports to: Repairs Officer (Gas)

Responsible for: N/A

Directorate and Service area: Adults, Health, Partnerships and Housing – Housing Maintenance & Development

Purpose of the job

The purpose of the post is to provide operational housing maintenance services to enable the continuing improvement of the service to the Council's housing stock and corporate properties. Under the direction of designated Repairs Officer, the post holder will undertake variety of gas work as required in accordance with works orders.

Principal Responsibilities:

1. To carry out maintenance and repair works as per works order specification.
2. To undertake individual or joint gas installation and maintenance tasks within the allocated area of work. All to be carried out in accordance with the current RAMS/SSOW.
3. To hold necessary qualifications and training, maintaining competency and registration.
4. To complete reports/certification, order materials and or request follow on work on mobile devices.
5. To work either individually or as part of the team on the following types as required at any given time
 - Responsive/Emergency Service
 - Routine Service/Maintenance/Testing and Inspection
 - Planned Installation and Remedial Work
 - Void Works
6. To complete works orders regarding schedule of rates.
7. All work to comply with Gas installation and Use regulations 1998 and the latest Gas industry unsafe situation procedure edition.
8. To comply with requirements relating to vehicle maintenance (e.g. vehicle cleaning and maintaining fuel levels) and completion of associated paperwork. Manage impress van stock of materials.

9. To comply with the Council's asbestos related responsibilities, including commitment to training.
10. To comply with safe working practices and adhere to the council's Health and Safety policy. To ensure that all essential PPE and tools are maintained and used in an appropriate manner.

General responsibilities applicable to all jobs

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Special features of the post

- It is essential that the post holder participate in a call out rota for out of hours' work when required.
- The post holder must hold a full current driving licence.

Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	CCN 1 Core gas safety element Hold current gas registration. CPA1, CKR1, CENWAT 1, MET 1, HTR 1, Range Cooker, Unvented hot water. Willing to undertake training as and when required to cover changes in regulation and legislation.	Time served apprenticeship. OIL, LPG, Renewables, Non-Domestic Gas Qualification.
Experience and Knowledge	Practical experience of Gas installations and Repairs	Housing maintenance within the social housing sector
Ability and Skills	Literate and Numerate Health and safety aware Customer care skills Ability to use electronic devices Must be motivated and a team player	

Attributes	Essential criteria	Desirable criteria
	Good interpersonal skills. Aware of equal opportunities relevant to the role. Hold a valid driving licence Willing to undertake CAT B asbestos training	
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	
Additional Factors	Be willing to participate in out of hours call out. Hold a valid driving licence	