

PERSON SPECIFICATION

CARDIFF AND VALE UNIVERSITY HEALTH BOARD

| | | | |
|-------------------|---|------------------------|---------------------------------|
| Job Title: | Maintenance Engineer (Mechanical Bias inc shift relief, on-call, shift worker) | Department: | Capital & Estates |
| Band: | 5 | Clinical Board: | Capital, Estates and Facilities |
| Base: | UHB wide | | |

| | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|-----------------------|---|--|---|
| QUALIFICATIONS | <ul style="list-style-type: none"> ✦ Completed an accredited Mechanical apprenticeship training course to a minimum level 3 vocational qualification or equivalent plus relevant training or equivalent experience, plus additional training and developed skills, e.g. air conditioning | <ul style="list-style-type: none"> ✦ Evidence of significant CPD ✦ JIB Registration | Certificates/ Application Form/ Interview |
| EXPERIENCE | <ul style="list-style-type: none"> ✦ Fire Alarm Systems ✦ Generators ✦ Lifts ✦ BMS engineering maintenance ✦ Completion of a structured training programme | <ul style="list-style-type: none"> ✦ Previous experience of working within the NHS | Application Form/ Interview/ References |
| SKILLS | <ul style="list-style-type: none"> ✦ Excellent communication skills ✦ Willing to develop individual knowledge ✦ Ability to work unsupervised | <ul style="list-style-type: none"> ✦ Motivation and persuasive skills ✦ Welsh speaking | Application Form/ Interview/ References |

CAJE Reference:
CYM/wales/2021/0006-A

| | | | |
|--|---|---|---|
| KNOWLEDGE | <ul style="list-style-type: none"> ✦ High level of knowledge and understanding of the electrical/mechanical services/systems and a working knowledge of other associated trades. | <ul style="list-style-type: none"> ✦ Knowledge of Health Technical Memoranda ✦ General awareness of other engineering | Application Form/ Interview/ References |
| | Familiarity with approved guidance documents | maintenance related statutory legislation | |
| PERSONAL QUALITIES <i>(Demonstrable)</i> | <ul style="list-style-type: none"> ✦ Highly motivated, enthusiastic, conscientious ✦ Ability to work under pressure | <ul style="list-style-type: none"> ✦ Experience in team leading | Interview/ References |
| OTHER RELEVANT REQUIREMENTS | <ul style="list-style-type: none"> ✦ Participate in on-call and/or shift relief duties ✦ Available to undertake overtime | <ul style="list-style-type: none"> ✦ Welsh speaking | |

| | | | |
|-----------------------|--------------|---------------------|----------------|
| Date Prepared: | January 2022 | Prepared | Ian Fitsall |
| Date Reviewed: | May 2022 | Reviewed By: | Gareth Simpson |

Supplementary Job Description Information

Please complete information on Physical Effort, Mental Effort, Emotional Effort and Working Conditions in order to assist the Job Matching process.

Physical Effort

This factor measures the nature, frequency and duration of physical effort (sustained effort at a similar level or sudden explosive effort) required for the job.

Please ensure any circumstances that may affect the degree of effort required, such as working in an awkward position; lifting heavy weights etc. are detailed, such as:

CAJE Reference:

CYM/wales/2021/0006-A

'Working in uncomfortable/unpleasant physical conditions; sitting in restricted positions; repetitive movements; lifting heavy weights; manipulating objects; kneeling, crouching, twisting; heavy duty cleaning; working at heights; using controlled restraint; driving as part of daily job - **N.B. Walking /driving to work is not included**'

| Examples of Typical effort(s) | How often per day / week / month | For how long? | Additional Comments |
|--|----------------------------------|----------------------------|---|
| Working is noisy plant rooms. Carrying equipment and tools from location to location. Working in cramped conditions in plant rooms, roof spaces and inside plant. | Daily | Throughout the working day | Ranges from 1 Hour to full shift Whole of shift duties |
| Lifting heavy weights with and without mechanical aids in difficult circumstances. Climbing or crawling – accessing work areas via vertical ladders, crawling under ducts to gain access to remote sections of plant. | | | |
| Kneeling, crouching, twisting, bending or stretching - Requirements to work in confined spaces/areas with limited flexibility/range. Working in roof voids, in generator housings, inside air handling units. | | | |

CAJE Reference:

CYM/wales/2021/0006-A

| | | | |
|---|--|--|--|
| Pushing/pulling trolleys or similar – moving equipment or plant from location to location. Working at heights – accessing the top of plant, tanks etc. Working off ladders or access platforms. Accessing roof voids. Working on rooftops. | | | |
|---|--|--|--|

Mental Effort

This factor measures the nature, level, frequency and duration of mental effort required for the job, for example, concentration, responding to unpredictable work patterns, interruptions and the need to meet deadlines.

Please identify the normal requirement to concentrate in the post and determine, how often and for how long it is required to concentrate during a shift / working day, e.g.:

‘Carrying out formal student assessments; carrying out clinical/social care interventions; checking documents; taking detailed minutes at meetings; operating machinery/equipment; carrying out screening tests/microscope work; carrying out complex calculations; carrying out non-clinical fault finding; responding to emergency bleep; driving a vehicle; examining or assessing patients/clients.

| Examples of Typical effort(s) | How often per day / week / month? | For how long? | Additional Comments |
|---|-----------------------------------|----------------------------|--|
| Operate equipment and machinery – Use of workshop equipment and machinery. Operate equipment and plant on sites in boiler houses, generator rooms and plant rooms. | Daily | Throughout the working day | Ensure compliance with Statutory and Mandatory requirements Ranges from 1 hr to full shift. Whole of shift duties. |

CAJE Reference:

CYM/wales/2021/0006-A

| | | | |
|---|--|--|--|
| Carry out non-clinical fault finding – fault finding on highly complex electrical and mechanical control systems on lifts, generators, boiler plant, decontamination equipment involving programmable logic controllers – PLCs. | | | |
| Carry out calculations – calculating settings for equipment, tests and system controls. | | | |
| Check documents – Check accuracy of service reports, equipment performance data, test results for equipment, service history for plant and equipment. Study and interpret operating and maintenance manuals. | | | |

Emotional Effort

This factor measures the nature, frequency and duration demands of the emotional effort required to undertake clinical or non-clinical duties that are generally considered to be distressing and/or emotionally demanding.

Please identify how often the post holder has exposure to direct and/or indirect distressing and/or emotional circumstances and the type of situations they are required to deal with.

For example, ' processing (e.g. typing/transmitting) news of highly distressing events; giving unwelcome news to patients/clients/carers/staff; caring for the terminally ill; dealing with difficult situations/circumstances; designated to provide emotional support to front line staff; communicating life changing events; dealing with people with challenging behaviour; arriving at the scene of an accident.' **N.B. Fear of Violence is measured under Working Conditions**

| Examples of Typical effort(s) | How often per week / month? | For how long? | Additional Comments |
|-------------------------------|-----------------------------|---------------|---------------------|
|-------------------------------|-----------------------------|---------------|---------------------|

CAJE Reference:

CYM/wales/2021/0006-A

| | | | |
|--|--------|-----------------------------|---|
| Working in an environment where terminally or critically ill patients are being cared for. Working in an environment where patients have issues and are being cared for where there is a significant atmosphere of intimidation. Working in theatre rooms where operations are within view. | Daily | Through out the working day | Work could range from 1 hr to full shift Whole of shift duties |
| Working in or around equipment and services where patients, corpses are present. | Daily | | |
| Dealing with people with challenging behavior. | Daily | Through out the working day | |
| Giving un-welcome news to staff – providing information regarding equipment and facilities to staff explaining reasons why there may be delays in completing repairs or diagnosing the cause of faults. This can be stressful at times when the delays have an adverse effect on the service being provided by a department. | Weekly | | |

Working Conditions

This factor measures the nature, frequency and duration of demands on staff arising from inevitably adverse environmental conditions (such as inclement weather, extreme heat/cold, smells, noise and fumes) and hazards, which are unavoidable **(even with the strictest health and safety controls)**, such as road traffic accidents, spills of harmful chemicals, aggressive behaviour of patients, clients, relatives, carers.

CAJE Reference:

CYM/wales/2021/0006-A

Please identify unpleasant working conditions or hazards which are encountered in the post holder's working environment and establish how often and for how long they are exposed to them during a working day / week / month.

Examples are – use of VDU more or less continuously; unpleasant substances/nonhousehold waste; infectious material/foul linen; body fluids, faeces, vomit; dust/dirt; fleas/lice; humidity; contaminated equipment or work areas; driving/being driven in normal or emergency situations - ***Driving to and from work is not included**

| Examples of Typical Conditions | How often per week / month? | For how long? | Additional Comments |
|--|-----------------------------|----------------------------|-----------------------|
| Working in noisy and hot plant rooms where excessive temperatures can be experienced – boiler houses, subterranean ducts etc. Exposure to unpleasant smells – drains and sewer blockages, bedpan disposers Exposure to bodily fluids – blocked bed-pan disposers etc. Exposure to noxious fumes – Acid fumes, biological agents, drains, welding. | Daily | Throughout the working day | Whole of shift duties |
| Exposure to dangerous chemicals. Topping up battery levels – sulphuric acid. | Daily | Up to full shift period | |
| Exposure to aggressive behaviour on sites through incidental contact whilst carrying out maintenance activities. | Daily | | |