

Job Description

Job Title	Heating Engineer
Directorate	City Development
Service Area	Facilities Management
Grade	6
Competency Level	2
Salary	£36,581 - £41,777
Job Type	Hybrid
Location	Citywide
Disclosure and barring service (DBS)	Not Required
Job Evaluation Ref No	

Job Purpose

Carry out mechanical maintenance, repairs & installations

Directly Responsible For:

Not applicable

Directly Responsible To:

Mechanical Maintenance Manager



Main Areas of Responsibility:

- Provide technical appraisal of works requested, quality and value for money
- Carry out heating operations ensuring that installations are completed to the instruction of the manager in accordance with designs, specifications and manufacturer's instructions to the standards laid down by current prevailing legislation and codes of practice
- Organise and work appropriately to undertake planned preventative maintenance / day to day work requests in accordance with recognised approved codes of practice, manufacturer's instructions and current gas regulations within the times allocated
- Where required, to oversee tests to heating installations or to co-operate with any third parties engaged to test heating / gas installation
- Participate in regular meetings with managers to enhance knowledge and development
- Investigate and provide information of a technical nature to the Mechanical Maintenance Manager, including faults in heating services installations and trends in equipment affecting safety and/or efficiency
- Participate in all aspects of training and development as directed and to use all relevant learning opportunities to improve personal skills so as to improve effectiveness and efficiency of service delivery
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- Ensuring activities are planned to include meaningful one to one conversations, quality annual appraisals and regular workforce planning and development
- Manages performance and behavioural issues effectively

Supervision and Management Responsibility:

- No supervisory or line management responsibility

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact.
- Monitor financial performance and deliver within budget.
- Set, monitor, and remain within budget whilst challenging the team to deliver increased efficiencies

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

- Manual Handling
- Working in adverse weather conditions
- Standing for long periods of time
- Using a range tool's (manual & electric)
- Driving a city council vehicle

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally



- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level **2**.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Personal Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Recognised apprenticeship or training (City & Guilds, NVQ or equivalent) in gas services installations or in a relevant subject (A/I)
- A minimum ACS qualification of CCN1 (Domestic Core Gas Safety), COCN1 (Commercial Core Gas Safety) and Gas Safe assessment categories (A/I)

Experience

Essential

- Evidence of workplace experience in industrial & commercial works (A/I)
- Evidence of extensive post-training experience in the installation maintenance, service and repair of industrial, commercial and domestic gas installations (A/I)

Skills/Abilities

Essential

- Proficient in Microsoft Office applications and LCC work-tracking database (A/I)
- Ability to organise and prioritise workload (A/I)
- Excellent communication skills (A/I)



- The ability to interpret manuals, technical drawings and specifications relating to gas/heating equipment (A/I)
- Ability to work individually or as part of a team to secure work objectives (A/I)

Commitment

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council

Other

Essential

- A current full UK driving license (A/I)