



POSITION DESCRIPTION

Job Title **Automotive Diesel Technician**

Reports to **Plant/Capex Manager**

Direct Reports **Apprentice Mechanics**

Date **February 2024**

Job Purpose

To assist in the provision of efficient and effective mechanical repairs and servicing of plant and equipment that is owned, leased or hired by QRS for the purposes of completing routine and non-routine work including external customers.

To be part of the workshop on-call roster for after-hours emergency response.

This position description, reporting structure and duties and responsibilities may be altered by the Company from time to time after consultation with you where the changes are deemed substantial.

Demonstrates QRS Values

- Equality
All in, supportive, bring your skills, lead by example, no-one too big to help.
- Pride
In the job, the company, community and what we do.
- Respect
For the job, client, equipment, environment, each other, turn up on time, know your limits, respect our rules and policies.

Area of Focus	Expected Outcomes
Workshop	<ul style="list-style-type: none"> Provide technical advice to mechanics and workshop/store coordinator to ensure correct parts are ordered To maintain equipment by conducting inspections and diagnostic tests, identifying worn and damaged parts To ensure that equipment is available for use by completing preventative maintenance schedules, installing component and part upgrades and controlling corrosion Corrects vehicle deficiencies by removing, adjusting, overhauling, assembling, disassembling and replacing major assemblies, sub-assemblies, components, parts or systems; making the necessary adjustments and alignments To verify vehicle performance by conducting test drives, adjusting controls and systems

	<ul style="list-style-type: none"> • To overhaul items such as motors, gearboxes, diffs and water pumps etc.
Health & Safety	<ul style="list-style-type: none"> • To ensure H&S systems are in place, and complied with, to manage the safety of all employees, contractors and public in area of control, in accordance with H&S compliance legislation and internal H&S protocol. • Promote H&S best practice, provide support and give advice within the area of control on the implementation of these systems, in accordance with H&S compliance legislation and internal protocol. • To provide advice on the identification of health, safety and environmental risks, contribute to implementing a risk management process to ensure risk within area on control is mitigated and managed.
Quality Assurance	<ul style="list-style-type: none"> • To ensure the Company's policies and procedures are followed at all times. • To ensure that quality standards are continuously improved with a focus on 'getting it right first time'
Professionalism, teamwork and commitment	<ul style="list-style-type: none"> • To deliver a customer centered approach in all aspects of the role ensuring the needs to individual customers are fully met • To take responsibility for all your activities at QRS • To complete assigned tasks to a high standard, in a practical time frame and in a cost effective manner To maintain effective lines of communication with fellow QRS staff and supervisors and be a reliable team player • To ensure that all work undertaken is legibly recorded onto timesheets with all labour, plant and materials accounted for on a daily basis • To contribute to the overall development of the section and aim to provide a high quality service • To take responsibility for the tasks as allocated by the and Workshop/Store Coordinator Supervisor • To be a proactive role model at QRS by consistently demonstrating that QRS' values and behavioural styles are embedded within this position • To maintain confidentiality at all times in connection with any work carried out • To carry out any other duties appropriate to this position; as necessary or as reasonably requested in line with your capabilities • To actively engage in training requirements and mutually agreed training objectives as required for this position • To actively assist in training apprentice mechanics to meet mutually agreed training objectives as required for this position

Other Duties	<ul style="list-style-type: none"> • Other duties are performed as required in accordance with operational requirements • Reporting requirements are consistently met • Flexibility and willingness to perform a variety of tasks is demonstrated • Adherence with standards and procedures is maintained at all times
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PERSON SPECIFICATION

POSITION: Automotive Diesel Technician

Selection Criteria		Essential/Desirable E/D	Means of Assessment
QUALIFICATIONS:			
1.	Trade Certificate in Heavy Automotive Engineering Diesel	E	A/C
2.	Trade Certificate in Heavy Automotive Engineering	D	A/C
3.	Heavy Traffic endorsement	D	A/C
EXPERIENCE:			
1.	Experience in the repairs and maintenance of plant and machinery	E	A/I
2.	Experience of health and safety within a workshop environment	E	A/I
3.	Experience of identifying health, safety and environmental risks	E	A/I
SKILLS and COMPETENCIES:			
1.	Knowledge and experience with plant/equipment dedicated software packages	E	A/I
2.	Knowledge of hydraulic problems and troubleshooting	E	A/I
3.	Skills in order to evaluate and diagnose problems in an accurate and timely manner	E	A/I
4.	Ability to communicate in a clear and positive way at all levels	E	A/I
5.	Knowledge and understanding of health and safety and how to use this in the workplace	E	A/I
6.	Flexible in the approach to work tasks and a strong focus on high quality work output and attention to detail in all aspects of work	E	A/I
7.	Willingness to be a team player, participate and contribute to the team	E	A/I

8.	Ability to maintain stable performance and attitude in high pressure situations	E	A/I
OTHER REQUIREMENTS			
1.	Ability to be flexible in approach to hours worked and prepared to be on call if required	E	A/I
2.	Willing to take responsibility for own training and self-development	E	A/I

Means of Assessment	
A Application Form or CV	I Interview
P Presentation	W Written Exercise
S Skills Test	C Production of Certificates