

Candidate Information

Position:	Apprentice Mechanical Engineer Workshop Technician
School/Department:	School of Mathematics and Physics
Reference:	23/110998
Closing Date:	Sunday 11 June 2023
Salary:	Starting salary £22,214 per annum. Within the duration of the apprenticeship there will be opportunity to progress to the top salary point of the grade. On successful completion of the apprenticeship, the apprentice will progress to a permanent role of Technician, minimum Grade 3 (first salary point currently £23,144) with the opportunity of further annual increments.
Contract Duration:	Initially 3 years. Upon successful completion of the 3 year apprenticeship the successful candidate will move to permanent Technician position
Anticipated Interview Date:	Monday 19 June 2023

JOB PURPOSE:

To complete an apprenticeship training program in field of Mechanical Engineering within the school's technician workshop and both education and research laboratories. You will learn how to manufacture mechanical components which support our specialist scientific equipment and about general laboratory support including equipment installation and repair.

To develop relevant competencies and expertise over the three-year duration of the apprenticeship programme through in-house training, completion of professional/academic qualifications and tailored support and mentoring. Successful completion of the apprenticeship will lead to appointment to a permanent Technician post within the University.

Major Duties

1. Learn the fundamentals of using mechanical workshop machinery to create high precision components and assemblies in various metals, plastics and machinable ceramics. This will include both manual and CNC machines.
2. Train in the use of 3D modelling software to create models of components and generate code as part of the CAM programming.
3. Become familiar interpreting sketches and full engineering drawings.
4. Learn about the maintenance and servicing requirements of workshop equipment and apparatus to ensure compliance with relevant statutory safety regulations including contributing to general workshop tidiness.
5. You will learn about the various mechanical services used in our labs including chilled water, compressed air and specialist research gas enabling you to install and maintain them safely.
6. You will work alongside our teaching technicians to learn about the equipment used in our education labs, it's maintenance and typical repairs needed and contribute to general laboratory tidiness.
7. Provide technical assistance and help demonstrate techniques to students and staff for research and teaching purposes.
8. Learn to maintain accurate records e.g., test results, safety reporting data and project time.
9. Become familiar with software products including email, Microsoft Word/Excel and Teams for communication.
10. Understand the importance of laboratory and workshop health and safety procedures.

Planning and organising:

1. Learn how to carry out a range of tasks, working mainly within established procedures with access to guidance when required.
2. Learn to prioritise duties within own work schedule but refer to line manager or mentor for prioritising and scheduling of non-standard work.

Resource Management Responsibilities:

1. Eventually have some responsibility for the security and routine maintenance of equipment in the laboratory.
2. Provide some support to student learning through own development and demonstration of standard equipment and techniques.

Internal and External Relationships:

1. Daily contact with line manager, work colleagues, University staff and students.
2. Liaise with course administrator for classroom work.

ESSENTIAL CRITERIA:

1. Hold or be about to obtain a minimum of 5 GCSE's A*-C (9-4) or equivalent (e.g. NVQ level 2) to include Maths, English and a relevant subject(s). (e.g. Physics).
2. Proven basic knowledge of regulations and procedures, including H&S requirements.
3. Demonstrable knowledge and interest in the subject of Mechanical Engineering.

DESIRABLE CRITERIA:

1. Ability to demonstrate communication skills appropriate to a professional working environment.
2. Evidence of developing/improving/enhancing skills through practical application.
3. Competent in the use of Information & Technology and relevant software packages such as MS Word, Excel.
4. Ability to demonstrate a methodical and logical approach to tasks.
5. Ability to work on own initiative and to prioritise tasks.
6. Able to demonstrate working successfully as part of a team.