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| **Police Staff****Vehicle Technician****Strategic Asset Management****Role Definition:WS016 / 20079** |

 **ROLE DEFINITION**

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| Dept / Area Command: | Strategic Asset Management  | http://domcms/icons/ecblank.gif | Section: | Fleet Management  |
| Post Title: | Vehicle Technician  | http://domcms/icons/ecblank.gif | Post Reference: | WS016 / 20079  |
| Post Grade: | Grade D   | http://domcms/icons/ecblank.gif | Location: | Killingworth  |
| Car User Status: |   | http://domcms/icons/ecblank.gif | Telephone Allowance: |   |
| Shift Allowance: |   | http://domcms/icons/ecblank.gif | Standby Allowance: |   |
| Weekend Enhancement: |   | http://domcms/icons/ecblank.gif | Contractual Overtime: |   |
| Line Manager: | Fleet Supervisor (Operations) 20077 |
| Staff Responsibilities: | Not Applicable |
| Purpose: |  Provide effective and efficient vehicle maintenance and repair services, including installation and maintenance of specialist equipment, in order to ensure police vehicles are suitable for operational use.  |

**Key Responsibilities:-

Undertake the service, maintenance and repair of police vehicles including LGVs, and other vehicles owned by partner agencies, in accordance with manufacturers servicing schedules and additional police requirements, replacing parts as necessary.

Prepare and modify vehicles for police use, fitting specialist equipment, communication systems and police markings as appropriate in order to ensure all new vehicles are ready for official force use.**

**Carry out or contribute to fault diagnosis, undertaking repair and maintenance of specialised police vehicle equipment in order to provide an efficient maintenance and repair service.**

**Maintain an up to date working knowledge of a variety of vehicles, specialised police vehicle equipment and computerised diagnostic equipment, liaising with other organisations and developing both additional technical knowledge and skills in order to provide a high quality standard of service to the force.**

**Prepare and service vehicles for sale by auction, removing all police markings and equipment ensuring that vehicles for disposal are returned to as near to standard specification as possible and meet required M.O.T. standards.**

**Ensure all work is carried out in accordance with Health & Safety regulations, identifying workshop equipment defects and worn/damaged parts in order to ensure a safe and efficient working environment.**

**Provide advice to staff in Area Commands and Departments to ensure high quality vehicle maintenance checks are carried out locally to identify defects and contribute to vehicle maintenance.**

**Complete appropriate documentation in order to maintain accurate records and provide management information.**

 **The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.**