



ROLE DESCRIPTION

Job Title	MSE Senior Officer (Electrical)
Salary Band	27-32
Reporting to	MSE programme Lead
Directorate	Place
Service Area and sub area	Asset Investment
Team	MSE

1. Primary Purpose of the Post

Reporting to the MSE Programme Lead, the MSE Senior Officer (Electrical) will assist in delivering an integrated electrical engineering services maintenance function for existing and refurbished assets as part of a multi-disciplinary team of mechanical, systems and electrical Engineers (utilising either internal labour force or external resources as appropriate). The post holder will ensure the functions are delivered on time, within budget and conforms to any Client objectives.

The Senior Officer will manage resources which will deliver an effective and efficient electrical and systems maintenance function for Merseytravel covering reactive and planned maintenance works, electrical plant refurbishment, term contractor management and record keeping, document control, statutory and non-statutory bodies compliance, production of technical specifications and the development and implementation of capital projects.

2. Your responsibilities

To work as part of a multi- disciplinary team in the delivery of the M+E function of asset management. Your focus will be upon the electrical aspects of this service. You will be responsible for delivering electrical and systems engineering projects. To be aware of changes in statutory requirements and ensure the discipline complies with these changes.

3. General Corporate Responsibilities

To ensure that the LCRCA comply with all statutory requirements within the Electrical and Systems Engineering disciplines.

4. Recruitment Plan

Competency Based Interview
Assessment



**LIVERPOOL
CITY REGION**
COMBINED AUTHORITY

METRO MAYOR
LIVERPOOL CITY REGION



PERSON SPECIFICATION

Job Title: MSE Senior Officer (Electrical)

Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
A relevant degree (Electrical Engineering discipline or similar) or significant relevant experience.	E	A
A clean UK driving licence or working towards obtaining a UK driving license, as driving will be required as part of the duties in this role.	E	A

Experience and knowledge	E = Essential D = Desirable	Identified By
Relevant experience in electrical engineering, this will vary depending on the qualifications as identified above.	E	A, I
Being commercially aware - must possess the ability to negotiate and deliver commercial contracts and manage external suppliers' delivery and performance to meet financial, quality and programme management commitments.	E	A, I
Evidence of previous experience of working in a multi-disciplinary work environment utilising (internal and external) matrix teams of staff, consultants and contractors to achieve outcomes. Being able to work as part of a team to deliver goals.	E	A, I
Ability to take initiative to respond to emergency issues as they arise and identify issues that will have an operational impact and respond accordingly.	E	A, I
Computer literate with knowledge of ICT skills.	E	A
Working towards a professional membership of a relevant institutional body with a commitment to learning and continual professional development	D	A, I
Ability to analyse and interpret equipment failure data and provide technical advice and able to test, evaluate and	D	A



<p>modify electrical engineering systems and components to achieve optimum plant performance. Write reports and produce relevant documentation</p> <p>Experience in using AutoCAD</p> <p>Understanding the importance of your individual performance plan and how this can be used to raise areas for development and training.</p> <p>Ability to research, design, evaluate, install, monitor and maintain electrical products, equipment and systems to meet organisational requirements.</p> <p>Knowledge of commercial, financial and budgetary controls, standing orders, financial and statutory regulations.</p> <p>Knowledge and understanding of statutory testing and monitoring throughout the estate of electrical engineering systems.</p> <p>Familiar with all DDA, health and safety and environmental legislation and Codes of Practice.</p>	<p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p>	<p>A, I</p> <p>A</p> <p>A</p> <p>A</p> <p>A, I</p> <p>A, I</p>
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Skills and abilities	E = Essential D = Desirable	Identified By
Organisation and communication skills to liaise with client departments, internal staff and contractors to carry out works. Being able to provide communications that are appropriate to the target audience.	E	A, I
Knowledge and understanding of computer-based enterprise asset management systems for managing the maintenance of Merseytravel Assets (Merseytravel use IFS Ultimo but other systems are relevant).	D	A

Personal Attributes	E = Essential D = Desirable	Identified By
Flexible approach to work	E	A, I



Teamworking and strong communications skills	D	A
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Core Behavioural Competencies	E = Essential D = Desirable	Identified By
LCRCA first, respect, Action focus	D	A

Key to Assessment Methods:

A - Application
I – Interview