

**Job Description**

**Job title:** **Tramcar Technician Lead**

**Grade:** £33,385.00 per annum

**Responsible to:** Transport Maintenance Manager

**Key internal relationships:** Director of Design – Transport, Industry & Design

Transport Maintenance Manager

Tramcar Technician

Engineering Team personnel

 Transport Operations Manager

 Tramway Team Leader

 Tramway Supervisor

Health & Safety Manager

 Beamish Tramway Group

**Key external relationships:** ORR (Office of Road and Rail)

 Contractors and Suppliers

 Heritage Tramways

 Heritage Railways

Museums

 Related professional bodies

**Purpose:** Responsible for carrying out inspection, maintenance, overhaul and record keeping for the Tramcar fleet.

As part of the transport maintenance team, deliver a safe and reliable operational fleet of tramcars, through thorough implementation of the Tramcar Maintenance Policy in order to meet the needs of the museums visitors.

 To lead on relevant improvements and development of the safety management system in the area of tramcar maintenance, workshop/depot safety and interaction with the operations department.

**Role Description - what you’ll be doing**

**Health & Safety and Compliance**

* Assist the Transport Maintenance Manager in ensuring health and safety and quality systems including standard operating procedures and guidelines are in place to facilitate the safe and timely delivery of services.
* Responsible for the production of Risk Assessments as required.
* Ensure records and documentation relating to inspections, overhaul and maintenance carried out on the tramcar fleet are kept in accordance with Beamish Museums Safety Management System and associated policies.
* Attend and take part in health and safety briefings and training.

**Technical**

* Lead on the day-to-day safe and compliant delivery of tramcars as required for use by the Engagement (operational) Teams..
* Responsible for carrying out inspection, maintenance and overhaul work on the museums tramcar fleet.
* Assist the Transport Maintenance Manager and the Director of Development – Transport, Industry and Design in developing, delivering and monitoring the short, medium and long-term operational plans for the tramway.
* Inspect and maintain mechanical and electrical equipment on the operational tramcar fleet in accordance with the Tramcar Maintenance Safety Management System and Inspection Policy, keeping the necessary records up to date.
* Lead and plan heavy overhauls of tram cars including both mechanical and electrical components as part of the wider overhaul of tram cars.
* Providing prompt and constructive feedback on problems identified during tram maintenance tasks.
* Responsible for the supply of spare components for the tramcar fleet.
* Carry out commissioning of overhauled and visiting tramcars prior to their entry into service.
* Use a variety of workshop skills (and tools) to maintain and inspect the tramcar fleet, along with carrying out fault diagnosis and repair.
* Work would include regular-interval inspection and monitoring of the tramcars and rolling stock, in accordance with the established maintenance systems
* To work with and mentor apprentices and colleagues within the department, aiding their learning and development.
* Work with colleagues to ensure consistent high standards of maintenance and repair of the tramcar fleet.

**Financial**

* Work with the Transport Maintenance Manager to manage and monitor spend throughout the year within the agreed levels, and ensure that all commitments are subject to placing appropriate orders within the Museum’s Financial Regulations.
* Ensure compliance with all standing orders, financial regulations, audit and management procedures.
* Ensure best value for all materials by monitoring ordering and procuring all services and supplies according to the Museum’s financial procedures.

**General**

* To carry out the duties of the post in accordance with the Museum’s policies and procedures.
* To maintain working areas in a safe and tidy condition.
* The Tramcar Technician Lead will from time to time be expected to carry out a range of other duties commensurate with the grade and falling within the scope of the post, as requested.

**About You**

**Skills and Knowledge**

* Good working knowledge of current Health & Safety Regulations, and practical application of Engineering/Transport/Railway/Tramway sector policies and procedures
* Ability to undertake risk assessments.
* Ability to produce reports, keep a high standard of maintenance records and servicing details.
* Ability to manage conflicting priorities and needs.
* Ability to work with attention to detail and commitment to the highest possible standards
* Working knowledge of vintage and historical transport technology, would be advantageous.
* Demonstrate the application of a range of fitting skills as might be applicable to tramcars (examples of similar applications will be acceptable)

**Qualifications**

* Completed NVQ or City & Guilds Certificate or equivalent in a relevant subject or one closely associated with maintenance of rolling stock/transportation/engineering
* Demonstrate aspects of practical work on historic tramcars or similar equipment where applicable
* A qualification in the management of Health & Safety would be an advantage
* Able to pass a medical examination for safety critical work
* ICT Skills including the use of e-mail, internet, Proven experience in using Microsoft office. CAD skills would be an advantage.

**Experience**

* Proven experience in working directly on rolling stock/transport/engineering items, including (if applicable) historic artefacts or tramway rolling stock.
* Experience of working with DC motors and control gear.
* Experience of electrical testing and commissioning.
* Experience of working in a heritage environment, would be advantageous
* Experience of mentoring and training apprentices and colleagues would be an advantage.
* Demonstrated experience of regular work on tramcars or other similar vehicles to defined maintenance standards and commensurate with the legal requirements for such vehicles.

**Other Requirements**

* Enthusiastic approach.
* Must be able to work as part of a team.
* Flexible approach to hours (able to work weekends, Bank Holidays and evenings as required).
* Able to work on own initiative.
* Flexible and can do/hands on approach.
* Able to meet the travel requirements of the post.