

**JOB DESCRIPTION**

<p><b>JOB TITLE:</b> Electrical Shop Technician – Part Time</p>	<p><b>DEPARTMENT:</b> Electrical Workshop</p>
<p><b>REPORTS TO:</b> Workshop Supervisor</p>	<p><b>LOCATION:</b> Southend</p>
<p><b>JOB PURPOSE:</b></p> <p>This is a part-time position, 3 days per week 08:00-16:30.</p> <p>To work in the electrical workshop carrying out testing and repair and overhaul of various electrical aviation components in line with quality and safety requirements.</p>	
<p><b>MAIN RESPONSIBILITIES AND DUTIES:</b></p> <ul style="list-style-type: none"> <li>• Test, repair and overhaul of various electrical aviation components in accordance with original manufacturer’s manuals and instructions.</li> <li>• Ensure quality standards and procedures are observed and maintained</li> <li>• Establish and maintain a legally compliant and safe working environment</li> <li>• Prepare workshop reports and material reviews to allow the purchasing and commercial departments to create customer estimates</li> <li>• Aid in bringing in new capability and researching new improved ways to save with cost and turn time</li> <li>• Undertake risk assessments and ensure safety requirements are met</li> <li>• Understand customer needs and ensure these are met/exceeded at all times</li> <li>• Perform any other duties within your capabilities as directed by the Company</li> </ul>	
<p><b>SKILLS AND EXPERIENCE REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Understanding of the requirements of delivering maintenance, repair and overhaul of aircraft component’s with EASA Pt 145 regulatory requirements</li> <li>• A background in an electrical aviation environment essential with previous experience in a similar role preferred</li> <li>• Good understanding of MS Office and business systems and procedures</li> <li>• Ability to interoperate manuals and record inspection findings</li> <li>• Excellent planning and organisation skills</li> <li>• Team Player with excellent written and oral communication skills</li> <li>• Must be safety conscious with high level of attention to detail</li> </ul>	