
POSITION:	Workshop Manager
REPORTING TO:	Operations Director
RESPONSIBLE FOR:	Workshop
LOCATION:	Showell Farm Workshop, Nr Enstone (Oxfordshire) and mobile across STGP as required
HOURS:	Full Time

WHO ARE SEVERN TRENT GREEN POWER?

Severn Trent Green Power, part of the Severn Trent plc group of companies is a successful, national, waste company with an excellent reputation in the organic waste and renewable energy sector. We operate 8 anaerobic digestion facilities, 2 in-vessel compost sites, and 3 open windrow compost sites.

The company's strategy is to continue to develop as a market leader in the recycling and processing of organic wastes and generating enough renewable energy throughout the business to meet our triple carbon pledge to be carbon neutral by 2030

WHAT IS THE FUNCTION OF THIS ROLE?

ROLE SUMMARY:

Reporting to the Operations Director, it is your role to coordinate resources (including staff and contractors) to ensure that the workshop provides a first-class service to the Anaerobic Digestion Plants and composting sites. You will be the first point of contact for day to day and short-term maintenance planning of all site diesel plant and machinery as well as fixed stationary machinery such as shredders and screeners. You will be responsible for all short-term preventative maintenance programs, plant machinery servicing, inspections, repairs, and reactive maintenance requirements.

Managing the Workshop team, you will coordinate and schedule their work to ensure quick turnaround times, reduced downtime and efficient service to the Operational sites, always working to ensure site efficiencies are maintained and the operation can continue. You will work in conjunction with the Asset Maintenance Manager, Regional Managers, Site Managers and the Engineering and commissioning Manager to ensure that the STGP portfolio of operational sites have a full and complete maintenance, asset, and engineering support.

KEY ROLE RESPONSIBILITIES:

- Coordinate daily, weekly, and monthly work plans / schedules for the workshop team across the STGP portfolio and effectively communicate these to the site and Regional Managers.
- Manage the workshop budget and record all expenditure to individual assets.
- Ensure clear direction of work tasks to be completed, monitor work progress and provide support and clear feedback and liaise with the Regional and site managers.

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- Provide a quick and effective response to breakdowns repairing a wide range of plant to reduce downtime.
- Update and review the live preventative maintenance programme to ensure compliance, safety and reduce unnecessary breakdowns on a weekly basis looking to manage and balance STGP portfolio for short term preventative maintenance tasks.
- Source, purchase, and record all spare parts and ensure the continued maintenance of these key operational spare parts within the maintenance store.
- Ensure a safe working environment, ensuring all permit to works, work instructions and risk assessments are carried out for all tasks and reviewed updated and filed in accordance with the Business Management System.
- Ensure Company policies and procedures are always adhered to across the workshop.
- Ensure the company reporting system is used to report any near misses, incidents, and accidents.
- Manage team training and development.

HERE'S WHAT OUR IDEAL CANDIDATE LOOKS LIKE:

Skills

- Knowledge of working within and maintaining compliance within a ISO accredited environment
- Managing Health and safety
- Appointed person 1st aider
- Microsoft word, excel
- Knowledge to support PAS100 / PAS110 on sites
- Full driving license.

Preferred experience/qualifications

- City & Guilds or equivalent time served with proven experience with a minimum of two years practical experience with Pumps, Valves, gearboxes, agitators and agricultural type plant and equipment such as Loading Shovels, Tele-handlers, Tractors, Shredders, Screeners etc.
- Ability to lead and manage a team including coordinating resources effectively; managing and meeting budget; managing both employees and contractors within company procedures to meet set co targets.
- Electrical experience an advantage.
- Telehandler certificate an advantage
- Confined space trained
- Creating and managing electronic maintenance records and schedules.
- Practical environmental and working safely knowledge

Attitudes

- A collaborative team worker who communicates well and can lead and manage a team.
- Ownership and responsibility to get the job done and achieve targets
- Flexibility to adapt to various tasks.
- Problem solver with a 'can do' work attitude.
- Continually improve what they and their team can deliver

What does success look like?

You are to manage an efficient and cost-effective preventative maintenance programme for all machinery across the business to ensure legislative and company compliance. You will also provide an efficient and effective breakdown service as required to maximise production and reduce downtime, hired in equipment costs. You will also be responsible for sourcing, recording, and maintaining stock in line with the maintenance budget.

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LET'S TALK ABOUT WHAT SKILLS OR EXPERIENCE YOU'LL NEED TO BE ABLE TO DO THE JOB?

It would be beneficial to have knowledge and experience of working with heavy diesel plant machinery ideally as a fitter or mechanic within Agriculture, logistics and engineering. Experience of planning and daily use of IT platforms including Microsoft teams, excel, email and data reporting apps.

WHAT CAN WE OFFER YOU?

Our success depends on our people and it's our people that are making the difference every day - helping us create value for our customers by working in partnership with them to create an effective and sustainable organic waste management strategy.

In return, we offer great opportunities to grow in a company culture that fosters creativity, innovation, personal growth, job satisfaction and career development.

REMUNERATION & BENEFITS:

- Competitive Salary
- 25 days holiday + 8 Bank holidays with the option to purchase additional
- Annual company bonus scheme (linked to key performance indicators)
- Company Pension scheme
- Company Vehicle and fuel card
- Company Private Medical cover
- Occupational health cover
- Comprehensive flexible benefits scheme including Gymflex, Electric car salary sacrifice scheme, Dental and Critical Illness Insurance and our Technology Scheme where you can spread payment for a variety of Technology purchases
- Sharesave scheme - A chance to save up to £500 per month for three or five years, with the option to buy Severn Trent Plc shares at a discounted rate