Role Purpose:

The Apprentice E&I Maintenance Technician is a multi-skilled role which is expected to support all CPI Technology Assets. To apply basic engineering and principles to provide technical support, typically including preparation, development, research, design, sampling, testing and analysis work, in line with team and business unit requirements. The Technician will work under some supervision of line manager and senior colleagues, supporting with a range of activities to meet business unit objectives, contributing to the realisation of project work.

Key Responsibilities:

- To work in a safe and efficient manner with due regard to the SHE rules and policies on the CPI site and be responsible for general housekeeping for the area they are working within.
- To assist with routine maintenance tasks in line with agreed schedule, recording all results in the appropriate system and reporting back on any anomalies.
- To assist with maintenance cover throughout the working day.
- To respond in a timely fashion to breakdown conditions and work in such a way as to minimise downtime
- To help ensure that spare parts required for the maintenance activities are controlled and ordered in a timescale appropriate to maintaining the toolset uptime. To comply with the internal and external regulatory environment such as procurement, maintaining records, traceability and confidentiality
- To help ensure all relevant personnel are kept informed of progress or proposed changes on their own maintenance operations so as to minimise the impact on the processes being operated on that particular tool.
- To be responsible for their own continuous professional development. Gradually put into practice skills and competencies learned both on and off the job and to share professional knowledge with colleagues.
- To identify and understand the requirements of internal and external customers and use creative thinking and problem solving to challenge assumptions, innovate, make new proposals and build on existing ideas.
- To contribute to the development of specific technical projects and have a working knowledge of project management procedures; set up, planning and the execution. To report results within agreed timescales with the support of colleagues.
- To contribute to a culture of continuous performance improvement within the technical environment in alignment with company strategy and project deliverables.
- To contribute to a wide variety of engineering maintenance leadership activities.

Person specification:

Educational / Qualifications:

Essential:	Desirable:
A minimum of 5 GCSEs (or equivalent), including English Language and Mathematics to grade 9 – 5/A*- C (or be willing to work towards).	

Competencies and behaviours	
Leadership (Core)	**Decision Making (Core)**
• Respects and values the diversity of talents, skills and backgrounds that others bring to joint projects / work. • Has a positive influence on those in contact with. • Gains the respect and confidence of colleagues and supports them in achieving their goals and targets. • Aligns owns behaviours and actions to CPI's values, vision and goals.	• Within area of expertise recognises, identifies and defines problems. • Generates and evaluates alternatives, draws conclusion and analyses risk. • Takes timely and correct action using established methods to ensure effective solutions are implemented.
Communication (Core)	**Developing self and others (Core)**
• Communicates in a clear and concise manner, covering all relevant points in a timely manner. • Uses the appropriate route and format to communicate. • Confirms understanding of others communication. • Asks questions to understand other people's viewpoints.	• Knows own career aspirations and clearly communicates them to relevant colleagues whilst actively working to achieve goals. • Sets personal development goals and deploys strengths to achieve them. • Takes responsibility for one's own performance and actions, and invites and incorporates feedback from a variety of sources. • Regularly reflects on own capabilities to identify development priorities.
Collaboration (Core)	**Delivery (Core)**
• Establishes effective working relationships with other colleagues. • Builds and maintains a network of internal and external contacts. • Actively seeks, values and incorporates different views and ideas to broaden their prospective.	• Plans, prioritises and leads own area of work to deliver specified and agreed outcomes (time and standard). • Accurately scopes out length and difficulty of tasks, and repeatedly estimates correct amount of time needed for tasks. • Refers to lessons learnt from other projects/ tasks with related scope. • Acts with minimal supervision or direction. • Pays attention to detail and delivers accurate and high quality outputs.