

Technical Apprentice (Electrical or Mechanical)

Role Title: Technical Apprentice (Electrical or Mechanical)

Reporting To: Project Manager

Role Purpose:

To develop key abilities, to perform and understand engineering role, to manage contracts, to meet programme, contractual and financial targets

Key Tasks

- Technical knowledge
 - Provide technical information
 - Survey work
 - Apply knowledge
 - Study at college (BTEC)
 - Give advice
- Planning
 - Monitor labour resource
 - Produce programme information
 - Develop procurement schedules
 - Decide alternative actions
- Project management
 - Assist in financial reports
 - Co-ordinate tasks
 - Seek advice of others
 - Take practical approach
 - Understand ultimate targets
- Communication and teamwork
 - Provide customer liaison
 - Assist people with tasks
 - Motivate yourself and others
 - Provide feedback
 - Follow up advise
- Administration
 - Develop computer skills
 - Ensure procedure compliance
 - Process information
 - Distribute information effectively

