

# Project Build Fitter

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## Job Description

### Main Purpose of Position

Assemble components to parts list and drawing requirements. Perform functional testing of assemblies. Test assemblies to customer and/or NIS criteria. Operate test equipment in compliance with engineering standards. Prepare assemblies for shipment. Assist in the installation and commissioning of equipment on client sites

### Specific Areas of Responsibility

- ✓ Carry out mechanical assembly and testing to NIS and client specific requirements

### Compliance

- ✓ Through constant monitoring and observation, ensure all personnel, their work activity and actions meet stringent criteria with regards to:
  - Health & Safety
  - Company Procedures
  - Quality of work
  - Environmental Impact

### Management Information

- ✓ Assist in the reporting of assembly progress
- ✓ Immediate notification to the project build team leader or project build charge hands of assembly problems, by the production of Build Problem Sheets
- ✓ Assist with compilation of information for routine reports and statements, and any supporting documentation as necessary
- ✓ Assist in providing accurate and relevant information as determined by the Project build Team Leader for contacts such as:
  - Production Manager
  - Project Manager
  - Project Engineer
  - Contractor/Sub-Contractor representatives
  - Outside bodies – HSE, Environment Agency

### Liaison

- ✓ Assist in the generation of appropriate information as required for contractor or sub-contractor personnel, and for internal colleagues including:
  - Production Manager
  - Project Managers
  - Supply Chain
  - Engineering
  - Estimating
  - Accounts

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- ✓ Liaise with project build team leader and project build charge hands to ensure contractual and quality requirement is within the schedule are maintained, through assembly as required to project completion.

### Additional Tasks

- ✓ Carry out, as instructed, any task as deemed reasonable by the Project Build Team Leader or the Production Manager. These tasks may be;
  - Anywhere in the UK
  - Overseas as or when appropriate

### Standards

- ✓ Compliance with company procedures and policies.
- ✓ Adhere to NIS culture;- Respect / Protect / Commit / Inspire
- ✓ Display a professional, acceptable attitude and image for all work associated with and undertaken on behalf of NIS Ltd.

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Signed [Project Build Fitter]:

Date:

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Signed [Project Build Team Leader]: Danny Shepherd

Date:

## Person Specification

Qualifications	Essential	Desirable
City and Guilds or equivalent in Mechanical Engineering	✓	
Time served apprenticeship	✓	
CCNSG Passport to Safety		✓

Experience & Knowledge	Essential	Desirable
High level of competence	✓	
Practical experience of complex mechanical systems	✓	
Experience of using the NIS IT system		✓
Good understanding of health and Safety		✓



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Skills & Abilities	Essential	Desirable
Good written and verbal communication	✓	
Self-motivated and enthusiastic	✓	
Committed to delivering high standards	✓	
Able to follow verbal and written instructions	✓	
Able to contribute to the compilation health and Safety risk assessments		✓

Other	Essential	Desirable
To work in accordance with NIS policies and procedures	✓	
Flexible approach to working hours	✓	
Excellent time keeping ability	✓	