



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Apprentice Mechanical Engineering Technician, Faculty of Engineering



Starting salary: £15,721 p.a.

Reference: ENGFO1086

Closing date: 10 September 2017

Interview date: 19 September 2017

Applicants will be required to start work by the week commencing 9 October at the latest, due to the requirements of the course

Apprentice Mechanical Engineering Technician

Faculty of Engineering

Do you have an aptitude for and an interest in mechanical engineering? Do you want to begin your career as a technician in one of the [top 100](#) university faculties for engineering and technology in the world?

We are looking for an apprentice, eager to start a career as a Mechanical Engineering Technician. As part of our apprenticeship technical training scheme you will receive hands on training working in the mechanical workshop and be placed on an appropriate Engineering Mechanical apprenticeship course at levels 2 and 3, offered by a local college. You will work in a range of areas across the [Faculty](#), where you will be mentored by one of our Lead Technicians. On completion of your training you will have an ideal skill set to go on to a successful career as a technician, having learnt several disciplines of mechanical engineering, manufacture and assembly.

What does the role entail?

As an Apprentice Mechanical Engineering Technician, your main duties will include:

- Precision machining components using conventional machine tools, including turning, milling, drilling, boring and grinding;
- Assisting academic staff and senior technicians in the design of research and teaching equipment;
- Assembling, commissioning and testing teaching and research equipment in a mechanical engineering environment;
- Portable Appliance Testing of equipment and keeping appropriate records;
- Taking part in regular team meetings with technicians;
- Working in accordance with health and safety procedures, hazard, risk, COSHH assessments and local policies and procedures;
- Undertaking manual handling of laboratory equipment and movement of gas cylinders, using correct manual handling processes;
- Engaging fully with the relevant training courses for the apprenticeship and actively engaging in learning during the course of your day-to-day role.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.



What will you bring to the role?

As an Apprentice Mechanical Engineering Technician, you will have:

- 5 GCSEs grade A*-C (or equivalent qualifications) including Mathematics and English, plus either Science or Design Technology subjects;
- Evidence of an aptitude for mechanical engineering, with an interest in mechanical engineering subjects and a willingness to learn new skills in this area;
- The ability to read and interpret engineering drawings;
- Good interpersonal and verbal and written communication skills;
- Developed organisational skills with the ability to complete tasks within set time frames;
- The ability to work proactively and independently, and also as part of a wider support team;
- Excellent IT skills (particularly Microsoft packages);
- The ability to perform manual handling duties, for example as required to move laboratory equipment.

Acceptance to this position is subject to both a College and University assessment process. Due to the requirements for the apprenticeship course, **we cannot appoint anyone to this position who has a qualification in the field of mechanical engineering at level 2 or above**, or an equivalent qualification.

How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information. Applications should be submitted by 23.59 (UK time) on the advertised [closing date](#).

Contact information

To explore the post further or for any queries you may have, please contact:

[Peter Thompson](#), Technical Officer

Tel: +44 (0) 113 343 2471

Email: P.R.Thompson@leeds.ac.uk



Additional information

Course attendance

This apprenticeship will involve attendance on courses relevant to the role. Time at college will be on a day release basis. Course work and any additional study required will be undertaken in your own time.

Working at Leeds

Find out more about the benefits of working at the University and what it's like to live and work in the Leeds area on our [Working at Leeds](#) information page.

Faculty Information

Further information is available on the research and teaching activities of the [Faculty of Engineering](#).

A diverse workforce

The Faculty of Engineering is proud to have been awarded the [Athena Swan Silver Award](#) from the Equality Challenge Unit, the national body that promotes equality in the higher education sector. Our [equality and inclusion webpage](#) provides more information.

Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at disclosure@leeds.ac.uk.

Criminal record information

Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position, however, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be in accordance with our [Criminal Records policy](#). You can find out more about required checks and declarations in our [Criminal Records information](#).

