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JOB SPECIFICATION (2015)		JSN	
Position Title	MT SNCO	Date Approved	01/06/2021
Unit	243 Field Hospital	Approved By	Capt McLean
Location	Keynsham	TLB	LF
Establishment Type	Permanent FTRS (HC)	Rank/Grade	OR6
Establishment/OET Ref		Service/Type/Arm	Army/E2/General
UIN/SLIM/JPA PID	2069163	Exch/NATO/JSRL No	
Incumbent	Sgt M Pitt	Staff/Command	
E-mail	mittchell.pitt331@mod.gov.uk	WTE/MSTAR	
Phone Number	93550 8235	Manning Priority	
Security Status/Caveats	SC	Assignment Length	
Reporting Chain		Primary Career Field	
1 st RO	QM	Sub Field 1	
2 nd RO	2IC	Secondary Field	
3 rd RO		Sub Field 2	
Unit Role: Generate and sustain Force Elements for operations whilst providing Firm Base support within boundaries			
Position Role: Unit MT Fleet Manager providing training, admin and recruiting support to unit elements.			
Responsibilities:			
1. Responsible to the CO through the QM for all aspects of unit MT management (Green and White Fleet), the management of all JAMES input and functional procedures.			
2. In consultation with 1UKXX; scheduling all servicing and inspections across the BUF.			
3. Service and maintain the Unit equipment in accordance with the UECD and current AESPs, action fault reports iaw with the UECD.			
4. Responsible for reviewing and maintaining currency of Unit MT Standing Orders and the Motor Transport section of the Unit Equipment Care Directive.			
5. Ensure mandatory servicing and fault reporting is recorded on JAMES iaw the UECD and Eqpts' AESPs.			
6. Responsible for all aspects of Road Transport LSA & I and LEA Assurance Regimes (Motor Transport).			
7. Plan, coordinate and execute the delivery of Driver Training for Unit personnel.			
8. Co-ordination of servicing, repair, modification and delivery/collection of vehicles and JAMES managed equipment.			
9. Maintain close liaison with 2MEDX BTO/Bart/ASM and affiliated REME Bn wrt ES support to the Unit Equipment and implementation of updated MT/ES safety procedures.			
10. Co-ordination and planning of daily transport taskings and support to Training Events ensuring the most efficient and economical means used to meet user demands.			
11. Responsible for the planning and delivery of routine trade and competency training for the Unit, in particular Support Sqn personnel, ensuring that training records are maintained, and details recorded iaw the UECD and JAMES competencies.			
12. Responsible for ensuring all requirements of SHEF are met within the MT and Workshop environment iaw the CO SHEF Policy Statement.			
13. Any other tasks commensurate with rank and position as directed or implied by the CoC.			
Pre Appt/Deployment Trg: DST MT SNCO Course trained, JAMES Trained, current and competent.			
Domestic Considerations: Must be within a reasonable commute and be self-sufficient for accommodation			
Performance Attributes	Priority Component Features		
Professional Effectiveness	Carries out the full range of tasks effectively.		
Management	Allocates Resources efficiently and optimises capability within constraints		
Initiative	Anticipates and resolves problems		
Reliability	Demonstrates a sense of duty and commitment specifically out of normal working hours		
Education/Training	Type	Pri	Comments
Military Quals	MT SNCO GS DDI	Essential Desirable	Experienced MT practitioner and JAMES user Min DDI qualified
Other Quals/Competencies	PHOENIX/ CLARITY/ MYDrive	Essential	Understanding, current and competent
Education			
Language			
Experience			
Service/Arm/OGD	Army		Having held a Regimental level MT SNCO appointment
Operational			
Staff			
Command			

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Fields/Trades			
Environments			
Other Comments			
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Auth by 2nd RO:	Appt: 2IC	E-mail: Alayne.ashman706@mod.gov.uk	Date: 01/06/2021

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To be completed in conjunction with Annex A - Job Specification (2010) Guidance Notes.