

TERMS OF REFERENCE FOR FTRS AUX 1 SECTION HEAD|2113907

LPD SUPPORT GROUP FULL TIME RESERVE SERVICE AUX 1 SECTION HEAD

Primary Purpose:

The primary purpose of the LPD Support Group FTRS Aux1 PO is to ensure the efficiency and effectiveness of the equipment within the Auxiliary Systems Group. Deliver defect repair and planned maintenance support alongside industrial partners as directed by military line management. Specific deliverables are listed in the Tasks section.

Secondary Purpose:

The role will include performing Duty Safety Officer, and this is on a call-out rota of approximately 13 personnel. Terms of Reference for the Duty component can be supplied on request and is in essence a Command Advisor role. The Duty response, if required, would be confined within HMNB Devonport and recompense delivered as Time off in Lieu (TOIL).

Authority:

The LPD Support Group FTRS Aux1 PO has functional authority over those personnel as directed by Military line management as required to complete a given task.

Accountability:

The LPD Support Group FTRS Aux1 PO is accountable to the WO1 ETME/Auxiliaries Head of Group for delivery of output in line with the OSP3 support contract.

Tasks:

Fulfilment of the following tasks ensures the delivery of the primary role:

- Oversee and direct the management and administration of the Auxiliary section, providing Level 1 assurance to Line Management.
- Timely completion of all mandatory SE/OP UMMS based maintenance of equipment within their section iaw BR1313.
- Provide diagnostic and fault interrogation on all equipments and systems within their section.
- Co-ordinate workforce requirements of the section and supervise subordinate ratings to ensure completion of work schedule in accordance with the departmental plan.
- Maintenance and presentation of any Monthly Books in their section.
- To deputise for the Head of Group when required.
- Conduct the role of 1RO for the Auxiliary Systems Section Able Rates.
- Ensure all subordinates maintain the highest standards of discipline, dress, and timekeeping.
- Attend termly divisional briefings and remain up to date with current divisional policy.

Competencies:

The post holder is to be:

Rank: Petty Officer (OR6). Applications from OR7's are welcomed and will be treated in line with current FTRS policy.

Branch: Marine Engineering.

In addition, the post holder requires the following mandated competencies and/or experience:

- Demonstrable experience of oversight and maintenance of HVAC systems.
- Hold or be capable of achieving 'Security Check' (SC) clearance.
- Holder of High Voltage 'Competent Person' qualification or ability to complete 2-day training package at Defence School of Marine Engineering (HMS Sultan).
- Ability to complete all Naval Core Training, accessing learning material through the Defence Learning Environment.
- Ability to conduct DSAI for access to a nuclear registered site.