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## Job Description

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<b>Job Title:</b>	Apprentice Emergency Gas Engineer
<b>Reports to:</b>	Gas Service Engineer, Technician or Supervisor in charge of work function that has been allocated
<b>Direct reports:</b>	N/A
<b>Department:</b>	<b>Phoenix Energy Services (PES)</b>
<b>Date:</b>	<b>April 2019</b>

### **Job Purpose:**

The Apprentice Emergency Engineer will be responsible for assisting competent emergency response engineers in public reported gas escapes within PNG/PES Standards of Service and Safety Procedures. In doing so, under the instruction of the competent person and by attendance at college will learn all the skills necessary to carry out this role in a safe and efficient manner.

### **Key Accountabilities:**

- Provision of Emergency Response to public reported gas escapes within PNG/PES Standards of Service and Safety Procedures.
- Provision of Diagnostic and Repair Service on PNG plant and equipment.
- Assist with PNG Engineers in Safeguarding life, property and making repair in any upstream emergency under the supervision of a qualified engineer.
- Identify the necessary skills required to install, maintain, repair and disconnect PNG meter plant and equipment at customers' premises.
- Learn the necessary skills to carry out quality inspections on downstream installations and on works of the main contractor.
- Support the PES Operations Manager in carrying out non-regulated contract work and resolving customer complaints within their level of competence.
- Take part in the after-hours standby rota as required and support the business in major outage events on request within their level of competence.
- Comply with their duties under the requirement of PNG Health & Safety Policy.
- Carry out non gas work maintenance activity.



**Generic Accountabilities:**

- Establish, develop and maintain effective working relationships with all work colleagues, contractors and partnering agencies to ensure an integrated contribution to PNG's corporate objectives.
- Observe and comply with policies and procedures for Health and Safety at Work and observe and continually promote equal opportunities and customer care in compliance with organisational aims and objectives.
- Participate in learning and development activities that develop personal effectiveness and assist in improving performance in the role.
- Undertake any other duties as may reasonably be required in line with the level of responsibility of the post and in order to meet the changing needs of the organisation.

*This is an overview of the job as it is presently constructed. This will be periodically reviewed and updated to ensure that the job description fully reflects the level of duties and responsibilities required of the post holder. The post holder and line manager will be included in any discussions to update the job description and it is our aim to reach agreement on reasonable changes, but if agreement is not possible Phoenix Natural Gas Ltd reserves the right to insist on changes to your job description after consultation with you.*



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## Person Specification

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### **Apprentice Emergency Gas Engineer**

The successful candidate will have been accepted on or be working towards an NVQ level 2 in plumbing/gas engineering qualification. They must have a full driver's license within 1 year of commencement of their apprenticeship role.

The scope of the Apprentice Emergency Engineer work activities will necessitate a high degree of involvement with the general public and outside bodies requiring a professional approach at all times.

This job description is designed to outline the main duties and responsibilities associated with the post, but is not intended to be an exhaustive list of duties performed.