

Job Description

Job Title:	Apprentice Fitter
Reports to:	Quality Control Manager (QCM)
Responsible for:	Assembly / Disassembly / Inspection of product requirements
Revision Date:	May 23

Purpose of Role:

To work as part of the PEL Production Team to learn, understand and carry out the assembly of products / sub-assemblies in line with project requirements (drawing specifications / time scales). To understand and confirm finished product quality meets the project requirements prior to release for final inspection. To learn, understand and assist with inspection & stores requirements when needed. Raise and communicate any product issues with the QCM. Communicate with all staff / contractors & visitors in a professional and courteous manner.

This will involve working with mechanical, hydraulic, pneumatic, and electrical assemblies / parts.

Key Activities:

The below key activities, knowledge, skills & experience, are the planned learning outcome over the time of the apprenticeship along with the completion of the relevant Apprenticeship qualification.

Product Assembly: Carry out the assembly or disassembly of all product requirements as allocated, in-line with the specifications & timescales issued.

Finished Product Conformity: Carry out final testing of assembled product prior to release for Final Acceptance Testing.

Concerns Management: Ensure that all product / process issues are raised, assist with investigation and implementation of suitable containment action and where applicable work with other staff to implement corrective action.

Assembly Tooling; Ensure assembly tooling remains fit for purpose, reporting any defects to QCM. Assist with calibrations system when required.

Health & Safety: Ensure company health & safety requirements are followed and ensure assembly work areas remain safe & tidy. Assist with the correct segregation / handling & disposal of waste material.

Other: To assist with product / part inspections and stores duties if required. Assist with other reasonable business requirements when needed and / or requested.

Knowledge, Skills & Experience:

- Ability to read detailed drawings and assemble to the specifications detailed.
- Functionally operate PEL product.
- Troubleshoot hydraulic, electrical & functional build failures.
- Practical knowledge of PEL product and its operating functions.

Additional Information:

- Willingness and flexibility to work extra hours when required ensuring project deadlines are met and delivery of product to end user.
- Performance review and appraisal will be carried out annually