

KENT & EAST SUSSEX RAILWAY



JOB PROFILE

This profile is in three parts. It is designed to give clarity around what the job entails (Part 1), the personal qualities, skills and experience needed to perform it well (Part 2) and the key requirements of the job that we will focus on for recruitment and selection purposes (Part 3).

PART 1: Job Description

Job title	Engineering Manager
Reporting to	Engineering Director
Direct reports	Rolvenden Locomotive Department Fitters, Carriage and Wagon Supervisor, Diesel Dept, Administration Assistant (part time), Rolvenden Yard Supervisor (part time), Traction and Rolling Stock groups (including plant and on track machines) Responsible for the oversight of c.100 volunteers
Budget holder	Yes
Place of work	Tenterden Town Station, Rolvenden Station and surrounding sites with flexibility to travel to other K&ESR sites, and occasionally across the UK
Contract type	Permanent full time
Job purpose:	
<p>To lead the mechanical engineering departments to provide historically important safe and serviceable traction and rolling stock in sufficient numbers to deliver planned services. for use on the Kent & East Sussex Railway and other networks as defined in the railway's safety management system.</p>	
Key accountabilities:	
<ol style="list-style-type: none"> 1. Lead on developing and delivering maintenance and overhaul plans to ensure sufficient numbers of traction and rolling stock are available to the railway in order to deliver planned services. 2. Manage the different facets of the Engineering Department to provide safe and serviceable rolling stock in accordance with the maintenance and overhaul plan, including control of access to maintenance facilities and workload planning. 3. Departmental compliance with K&ESR Safety Management System and other regulatory requirements including accurate record keeping. 4. Coach train and mentor competent staff to deliver departments activities 5. Budget planning and management 6. Manage and develop the Department Standards Manual as part of a process of continuous improvement 7. Manage and support direct reports, volunteers, groups and rolling stock owners to ensure their plans dovetail with the needs of the K&ESR. 8. Ensure all accidents and incidents in the department are investigated and notified as required 9. Support delivery of charitable objectives and business plans 10. Promotion of K&ESR Purpose, vision and values 	
Additional responsibilities:	
<ul style="list-style-type: none"> • Work collaboratively with the wider railway to ensure all timetabled and amended trains can be delivered where reasonably practicable. • Ensure suitable quantities of plant, tools, equipment and consumables are in place and maintained as required to deliver all train services and that rolling stock is correctly stabled for service. • Ensure all premises and facilities operated by the Engineering Departments are safe and serviceable including interceptors, pits, access equipment, welfare facilities, water columns, softeners and plants. • Play a leading role in developing and planning future train services including staffing resource requirements, improved resilience and succession planning within the Department. • Liaison with other K&ESR Managers and Supervisors • Maintain and develop own competence to provide resilience to operational rosters. • Any other reasonable duties as required by K&ESR 	
<p>This job is suitable for someone who provides inspirational leadership to their teams and enjoys working in a variety of challenging physical environments including all weathers.</p>	
<p>This job is unsuitable for someone who prefers working in isolation and shies away from resolving issues.</p>	

Part 2. Person Specification

Attributes	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> Educated to GCSE standard or equivalent in at least English, maths and science 	<ul style="list-style-type: none"> Degree or diploma in a relevant mechanical engineering discipline Member of a professional Engineering Institute Telehandler operator Management qualification
Knowledge, skills and experience	<ul style="list-style-type: none"> Management of volunteers Financial management Able to lead and develop teams Introducing and managing change Understanding legislative requirements for health and safety Effective decision making Risk assessment Machining and manual turning Steam technology and railway engineering 	<ul style="list-style-type: none"> Experience of working in a mechanical engineering environment Understanding of electrical engineering Understanding of diesel and other internal combustion engineering Understanding of carriage and wagon ways and works Fabrication and welding Incident investigation and reporting Liaison with external statutory bodies
Personal qualities	<ul style="list-style-type: none"> Good at prioritising work and delivering to deadlines Strong interpersonal skills Ability to work under pressure and work calmly Problem solving Able to work autonomously Innovative Effective communication skills (verbal and written) Able to work flexibly (time and task) 	<ul style="list-style-type: none"> Responsive to emerging customer and staff requirements Self-starter with strong commitment to developing self and others Effectively manages teams through change. Good at fault finding through methodical thinking.
Other	<p>The role is physically demanding in a challenging environment requiring working outdoors in all weathers.</p> <p>The role requires flexible working including evenings, weekends, and bank holidays. As well as required when on-call.</p> <p>The successful candidate will be required to undergo medical assessments for fitness and checks on right to work in the UK</p>	<ul style="list-style-type: none"> Own transport and valid driving licence Prepared to work away from home

Part 3. Key requirements of the job

<p>The following are core qualities and skills that we believe are critical to successfully performing the role – they are taken from the job profile. If you are applying for this job they are key requirements you will be asked to provide evidence of on page 2 of the application form. If you are unable to provide examples of how you meet these requirements your application is unlikely to progress further.</p> <ul style="list-style-type: none"> Demonstrate experience of successful engineering management at Supervisor level or higher Demonstrate experience of managing and developing multi-disciplinary teams including volunteers Effective time management and organisation Experience of successfully introducing procedures and processes to drive efficiency
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