

Job description

Job title	Refrigeration Technician
Directorate	GMP Engineering
Pay band	Level 4
Responsible to	FPP Maintenance Manager
Base/location	FPP
Hours/sessions per week	40
Job type	Permanent

INTRODUCTION

Porton Biopharma Ltd, Porton Down has approximately 350 staff, performing a range of production, quality and development roles within pharmaceutical production, process and analytical development, quality control and quality assurance. The department carries out the manufacture of Erwinase[®] and Anthrax Vaccine as well as contract manufacturing projects.

Being based at the FPP you will be an integral part of a small multi skilled engineering team that support the fermentation process of Erwinase[®]

JOB SUMMARY

The main role of the Refrigeration Technician is to perform maintenance and installation of PBL refrigeration equipment and utilities. This role involves interfacing with equipment/system owners, the principle maintenance contractor, capital project managers and the Quality Departments to ensure compliance is maintained with current Good Manufacturing Practice.

Working within the Engineering team you will undertake all aspects of refrigeration and maintenance both planned and reactive on process eqp and utilities. Tasks to be undertaken will be varied from full annual servicing to routine daily checks of PBL equipment and utilities. You will be part of a multi skilled team to troubleshoot breakdowns.

With support you will be ensuring all PBL equipment and utilities are maintained at all times. You will become a valued member of the PBL Engineering Department working to minimize disruption to manufacturing activities.

Communication and key working relationships

Internal

Manufacturing, Operational Project Management, Quality, Safety, Validation, HR, Finance, Emcor, Facilities Management

External

Contractors, Suppliers, Auditors

MAIN DUTIES AND RESPONSIBILITIES

- Maintaining PBL refrigeration equipment and utilities including Cold Rooms, Walk-in Freezers, AHU's and Air Pressure Systems
- Reactive maintenance to minimise loss of production
- Working with Engineering, Production and QA to troubleshoot critical failures of eqpt or utilities.
- Routine water samples following company SOP's
- Working within the confines of the PBL permit to work system
- Conducting daily maintenance tasks
- Completing all paperwork as required to meet GMP standards
- Looking after contractors when on site and ensuring they are operating according to the RAMS provided
- To perform any other duties required by the Line manager commensurate with grade.
- To undertake work in accordance with the PBL's Health and Safety policies and procedures and to work within any Quality Systems that are applicable to the site to comply with all PBL policies and procedures

Other

The above is only an outline of the tasks, responsibilities and outcomes required of the role. You will carry out any other duties as may reasonably be required by the directorate.

The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the organisation.

Professional development

You should pursue a programme of continuous professional development in accordance with any relevant professional registration or statutory requirements, while maintaining appropriate awareness of service provider requirements.

Person specification

Description	Essential	Desirable	Assessment
Qualification			
Engineering apprentice or equivalent qualification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
FGAS Certified	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Knowledge and experience Experience as defined by type/level (not length)			
Experience with electrical and mechanical maintenance within a regulated environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Working within quality systems	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Experience of working in a Cleanroom environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Knowledge of Engineering H&S Legislation and its application to maintenance operations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Skills and capabilities			
Good organisational skills.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Proven ability for fault investigation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Accurate and clear record keeping skills.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Diplomatic and tactful approach to colleagues and good communication skills.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Be proactive and able to work on your own or as part of a team.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to follow written procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Equality and diversity			
An understanding of and commitment to equality of opportunity and good working relationships, both in terms of day-to-day working practices, but also in relation to management systems	<input checked="" type="checkbox"/>		I
*Assessment will take place with reference to the following information			
A = Application form	I = Interview	C = Certificate	T = Test

Job description agreed with the post holder:

PBLF-014-03 11 Jan 16

Employee signature: Date:.....

Print name:.....

Manager's signature:..... Date:.....

Print name:.....