

# WATSON ALARMS

17 Union Street  
Ellon  
Aberdeenshire  
AB41 9BA



Main Office : 01358 721335  
Freephone Sales : 0800 838 653  
Aberdeen : 01224 039529  
Peterhead : 01779 400300  
Huntly : 01466 402222  
W : [www.watsonalarms.co.uk](http://www.watsonalarms.co.uk)  
E : [sales@watsonalarms.com](mailto:sales@watsonalarms.com)



<b>Job Title</b>	Trainee Fire & Security Engineer
<b>Line Manager</b>	Operations Manager
<b>Supervising</b>	n/a
<b>Based</b>	Field

## Job Purpose Summary

The Trainee Fire & Security Engineer will work as part of a two main team initially in undertaking work at customer sites on fire/security and other specialist systems. They will be expected to carry out work in accordance with work schedules and targets in a manner consistent with Watson Alarms working practices. The successful applicant will be expected to participate in the standby/call-out rota once fully trained.

## Key Responsibilities/Accountabilities

This job description has been designed to indicate the general nature and level of work performed by employees within this classification once fully trained. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

- Liaising with customers & representatives, forming good working relationships
- Installing and maintaining systems to recognized industry standards and regulations.
- Carry out site surveys and compile asset registers as required.
- The scope of work can include installation, testing, commissioning, maintenance/service, handover, and user training of the following types of system as required:
  - Fire
  - Intruder
  - CCTV
  - Access Control
  - Other related services
- Offering professional advice and guidance in order to help resolve customer queries whilst also identifying and promoting further commercial opportunities
- Ensure company records are completed accurately and submitted in a timely manner in accordance with Watson Alarms procedures
- Ensure test equipment is made available for calibration and certification where appropriate
- Ensuring that hand tools and plant used are maintained and correctly selected for the work scope
- Ensuring that any allocated company vehicles are kept and operated in line with company procedures
- Able to work on own initiative and as part of a team
- Actively participate in the Watson Alarms Competence and Performance Management Systems
- Out of Hours Work – participate in the 24hr standby rota, accepting customer calls and responding appropriately within the required time period

**NB – Due to the nature of work carried out within the Fire & Security department, the successful applicant will be required to undergo background and criminal record checks.**

**HSEQ Responsibilities**

- Comply with Watson Alarms HSEQ policies and procedures and ensure working practices are safe, always protecting the environment and Company reputation.
- Intervene, where possible, to prevent unsafe acts or conditions including stopping work where necessary. Restarting when it is safe to do so.
- Report any accidents, incidents or near misses and unsafe conditions, behaviours or acts to line management.
- Ensure all personnel under your direct charge are suitably trained and competent to carry out the prescribed tasks and have read and understood RAMS issued to them, prior to starting work.
- Adhere to the controls described in risk assessments, RAMS and COSHH assessments, and highlight any shortcomings in the existing controls to line management.
- Visually inspect and check tools, equipment and plant which has been issued to you before use and report any deficiencies to line management.
- Correctly use PPE which you have been issued and inform line management when it is worn or damaged.
- Complete mandatory training as identified on the Watson Alarms training matrix.
- On request, actively participate in audits and inspections.
- Actively contribute and work towards HSEQ goals, objectives, targets, and initiatives
- Comply with client site safety requirements
- Ensure all waste handled is disposed of in a suitable manner

**Experience/Education/Training**

Requirement	Essential	Desirable	How Assessed
<b><u>Education, Training, Qualifications:</u></b>			
SVQ/NVQ III or Apprenticeship in relevant discipline (or equivalent) or 5yrs experience in a similar field		✓	DC/CV/Int
Hold a full UK driving Licence	✓		DC
Electricity at Work - Safe Isolation Awareness			n/a
Basic Fire Alarm Design Experience (eg FIA Units)			n/a
Basic IP Networking CCTV/Access			n/a
Competency in reading and writing of the English language	✓		CV/Int
<b><u>Experience:</u></b>			
Experience in servicing and or installation within the Fire & Security or similar Industry.		✓	CV/Int
<b><u>Skills and Knowledge:</u></b>			
Computer literate in Microsoft office packages	✓		CV/Int/PR

**KEY:**

**CV = Curriculum Vitae**  
**Int = Interview**

**DC = Documentary Evidence (E.g., Certificates)**  
**PR = Performance Review**

**The Person**

You must have excellent communication and relationship building skills (written and oral) and as you develop within the role show the ability to communicate technical requirements of the role with all levels of the business and develop a good working relationship with Customers. You should be able to demonstrate attention to detail and accuracy skills whilst working under pressure and good problem solving/analytical skills. You will have the ability to prioritise own work and demonstrate a pro-active and flexible approach to meet the needs of the business. You will always present a professional image. Being reliable, trustworthy, self-motivated with the ability to work alone, once trained, as well as in a team is pivotal to success in this role.

**Working Hours**

The Trainee Fire & Security Engineer will be field based and required to: -  
Work between 9am til 5.30pm Monday – Friday  
Participate in occasional evening and/or weekend overtime when business requires  
Participate in the standby/call-out rota once trained

**Remuneration and benefits package**

Competitive salary based on candidates experience  
Paid overtime  
Standby/call-out rota (once trained)  
28 days annual leave inclusive of statutory days  
Company Vehicle (once trained or at Management discretion)  
Mobile Phone  
Laptop (once trained)

Signed by Employee		Signed by Andrew Watson	
Date		Date	