

Role Profile

Role Details			
Role Title	Lift Installation/ Refurbishment Engineer	Section	Lift Services Section
Division	GCC Maintenance Division	Report To	Project Manager
Grade/Salary	£46,484	Date Completed	04/03/25
Company Overview			
<p>As one of Scotland's largest construction companies, we provide a range of repairs and maintenance, manufacturing, construction, and refurbishment activities across the public, private and third sectors.</p> <p>As well as providing the largest construction craft apprenticeship programme in Scotland, we also operate Royal Strathclyde Blindcraft Industries (RSBi), one of the largest supported manufacturing businesses in Europe. RSBi employs just under 200 people, more than 50% of whom have a disability.</p> <p>Our unique social ethos of building a sustainable future underpins our drive to deliver excellence across a wide range of high-quality construction and manufacturing operations. These include Repairs and Maintenance, Design and Build Construction projects, New House Building, major investment and refurbishment, manufacturing and specialist services including district heating, solar thermal and solar PV installations.</p>			
<p><u>Our Values</u></p> <p>Community – To build more sustainable communities through social, economic and community engagement.</p> <p>Trust – To be trusted by our employees, clients, and partners.</p> <p>Ambition – To do more for our client and partners and provide more opportunities for our employees.</p> <p>Honesty – To promote at all times in our communication.</p> <p>Excellence – To deliver quality in everything we do.</p>			
<p><u>Our Mission Statement</u></p> <p>To contribute excellence in construction, repairs, maintenance, manufacturing and training to our customers, our employees, partners, suppliers, and the local communities in which we work.</p>			
<p><u>Benefits</u></p> <p>As part of City Building, we offer sector-leading benefits package, the successful candidate will receive the following:</p> <ul style="list-style-type: none"> – A rewarding career with a competitive salary. – Access to contributory pension scheme – Strathclyde Pension Fund. – Excellent annual leave entitlement – Enhanced maternity, paternity, and adoption/shared parental leave. – Access to excellent health and wellbeing initiatives. – Access to a discounted gym membership. – Facility to make payments directly from your salary. – Workplace parking and more. 			

Role Summary

The role of a Lift Installation/Refurbishment Engineer is an integral post within the GCC Maintenance Division, responsible for installing, repairing and servicing traction and MRL lifts within all types of properties including social housing and council buildings. This role requires a strong focus on Health and Safety, technical expertise and all-round knowledge of various types of lift equipment and installations to ensure all work undertaken meets the highest regard in both quality and safety.

Key Responsibilities:

- Conduct pre-installation checks and ensure all materials and equipment are onsite.
- Install a range of lift installations, including both traction and MRL, passenger and goods lifts.
- Work efficiently and ensure all installations comply with current lift industry standards and health and safety regulations.
- Adhere to manufacturer and company instructions to work within the correct tolerances and present the lift installation in a finished state ready for testing.
- Build relationships and liaise with clients and third-party contractors to coordinate installation schedules and resolve any site issues to ensure smooth project completion.
- Be responsible for all 3rd party items involved in the installation/refurbishment project i.e. hired equipment and plant, containers, skips and tool kits.
- Complete detailed installation reports and documentation.
- Work with and assist in the development of apprentice/trainee installers, passing on your expertise to the business units next generation of skilled professionals.
- Participate in any additional training which directly impacts your work or your health, safety and welfare within the workplace.

Key Skills and Competencies:

- Ability to maintain a strong focus on health, safety and regulatory compliance and demonstrate an extensive knowledge of current lift industry standards and safety procedures.
- Plan, organise and manage workloads to ensure projects are completed in a safe and timely fashion.
- Read and interpret a variety of schematic diagrams/drawings and installation manuals.
- Strong technical skills and knowledge of various types of lift equipment and systems.
- Ability to work as part of a team.
- Good problem-solving skills with the confidence to reach out for assistance and guidance to resolve issues successfully.
- Excellent communication and customer focus skills.
- Positive attitude and receptive to change.

In this role the Lift Installation/Refurbishment engineer will be pivotal in delivering high quality lift installations/refurbishments, in a safe and timely fashion to a diverse range of clients. They will play a fundamental role in enhancing our business unit's reputation in this field while supporting its growth and continuous improvement within the installation/refurbishment market.

At the date of preparation this role profile provides a comprehensive overview of the position. It is not an exhaustive list of all possible duties, and it is recognised that this role may evolve over time. Consequently, this is not a contractual document, and the post holder will be required to perform any other duties to the equivalent level that are necessary to fulfil the purpose of the job.

Role Outputs	
Role Output:	Includes the Requirement to:
Compliance with professional, regulatory, statutory, and corporate requirements.	<ul style="list-style-type: none"> - Comply with and implement all City Building Policies and Procedures. - Act ethically and with integrity. - Comply with all site rules and guidelines
Health and Safety	<ul style="list-style-type: none"> - To carry out work in accordance with the Health and Safety at Work Act 1974. - Ensure that all Health and Safety requirements are adhered too. - Ensure all installations/refurbishments comply with current lift industry standards and health and safety regulations. - Follow all Risk Assessments, Method Statements and Safe Systems of Work. - Follow all safety protocols, use PPE and work in a safe manner. - Carry out pre and post inspection on all plant and lifting equipment. - Ensure all lifting equipment is tested and certified. - Report all Incidents and Accidents at the earliest opportunity. - Ensure a safe working site at all times. - Ensure wellbeing is a priority.
Lift Installation/Refurbishment	<ul style="list-style-type: none"> - All materials and equipment for project are onsite prior to commencement. - Plan, organise and manage workloads to ensure projects are completed in a safe and timely fashion. - Review specifications and engineering drawings, surveying and plumbing the lift shaft to establish the setting out of the lift. - Ensure all lift installation and refurbishment projects are carried out to a high standard, comply with all relevant regulations and standards and on completion are in a finished state ready for testing. - Ensure that all documentation and information in relation to the project is accurately recorded, updated and reported back to management.
Client and Stakeholder Liaison	<ul style="list-style-type: none"> - Attend site meetings with clients and management to provide regular progress updates as well as understand and address any client concerns. - Liaise with City Building trades and 3rd party contractors to coordinate works required for the lift installation/refurbishment project. - Discuss technical issues which arise with management and manufacturers to ensure any onsite issues are resolved quickly. - Ensure a customer-first approach, managing relationships with clients and tenants while delivering excellent service and resolving any issues that arise in a calm and professional manner.
General	<ul style="list-style-type: none"> - Attend all Training, Meetings and Toolbox Talks assigned to your role. - Establish, develop and maintain effective working relationships with all work colleagues. - Represent the interests of the GCC Maintenance Division at all times.

Key Behaviours and Competencies	
Our Lift Installation/Refurbishment Engineer will demonstrate the following behaviours and competencies:	
Behaviours and Competencies:	Includes the Requirement to:
Technical Competence	<ul style="list-style-type: none"> - You will possess comprehensive knowledge of relevant lift legislation, industry standards including and not exclusive to The Lift Regulations 2016, EN81-20:2020, EN81-21:2022, EN81-80 and EN81-70. - Read and interpret a variety of schematic diagrams/drawings and installation manuals. - Knowledge of various types of lift equipment and systems. - Install/Refurbish various types of lifts (both traction and MRL Lifts) in line with company and manufacturer guidelines and standards. - Excellent problem-solving abilities and attention to detail.
Health, Safety and Compliance	<ul style="list-style-type: none"> - Comprehensive understanding of Health, Safety and Environmental legislation, especially those in relation to the lift industry. Ensure compliance with City Building's internal policies and procedures. - Ability to assess and manage risks associated with lift installation/refurbishment and ensure work is carried out in a safe and compliant manner. - Work within manufacturers guidelines and tolerances to ensure project is compliant with all relevant industry standards. - Ensure all project documentation and information is accurately recorded, updated and reported back to management. - Maintain a clean and tidy workplace.
Communication and Interpersonal	<ul style="list-style-type: none"> - Ability to communicate complex technical information clearly to both technical and non-technical stakeholders. - Effectively manage relationships with a range of stakeholders, including Wheatley Group (WHG) representatives, GCC Clients, Senior Managers, HSE and others. Regularly provide updates of project progression. - Coordinate work with other trades and 3rd party contractors for the successful completion of installation/refurbishment projects.
Adaptability and Process Improvement	<ul style="list-style-type: none"> - Embrace and drive changes to business unit working practices, processes and procedures that enhance efficiency, reduce costs, improve safety and service delivery. - Ability to manage and adapt to procedural changes, ensuring smooth transitions and continuous improvement. - Embrace training, new technologies and best practices that can improve the business unit and lead to better outcomes for clients. - Flexible approach to working hours to suit client and customer needs.

Person Specification

You will be a fully qualified time served Lift Engineer and will possess an all-round knowledge of different types of lift equipment and installations. You will have comprehensive experience working on lift installation/refurbishment projects and demonstrate a proven track record in the successful delivery of these. You will be capable of reading and interpreting a variety of schematic diagrams/drawings and installation manuals and possess the ability to work as part of a team to Install/Refurbish various types of lifts (both traction and MRL Lifts) in line with company and manufacturer guidelines and standards.

You will report directly to the Service Delivery Manager responsible for these projects and must also be comfortable reporting to the sections Project Manager and in some circumstances the Assistant Division Manager, Division Managers, Client Representatives and other stakeholders involved with these types of projects.

Working within a safety critical environment it is essential you possess a comprehensive understanding of all Health, Safety and Environmental legislation, especially those in relation to the lift industry and ensure all works you are involved in are undertaken in a safe and compliant manner. You will drive towards assisting the business unit to continuously improve safe working practices within these projects and always help promote these practices and other health and safety standards during these jobs and other works you are involved in.

You will have a commitment to working with and assisting the development of apprentice/trainee lift installers, passing on your experience and expertise to help develop these personnels skillsets as well as help the business unit develop and grow within the lift installation/refurbishment market.

Requirements

Qualifications/Licence/Certification/Experience level...

- Full driving licence.
- EAL/SVQ Level 3 in Lift Engineering or equivalent.
- EAL/SVQ Level 3 in Installation and Commissioning (Traction Lift Installation) or proven industry experience in this field.
- Proven track record in lift installation/refurbishment projects (both traction and MRL Lifts)
- EAL Level 4 Certificate in Performing and Testing Operations in Lift and Escalator Industry (desirable)

Interdependencies

- Lift Section Service Delivery Manager and Project Manager
- GCC Division Manager / Assistant Division Manager
- WHG Division Manager / Assistant Division Manager
- Wheatley Housing Group Site Representatives
- City Building Business Unit Contract Managers / Operations Managers
- Administrators
- City Building HSE Team
- City Building CBI Team
- All personnel within City Building, Wheatley Housing Group, and Glasgow City Council involved directly or indirectly in lift installation and refurbishment projects.

Conditions

Your normal place of work will be 350 Darnick Street, Glasgow G21 4BA, but City Building has the discretion to place you in any establishment within their control.

Your contracted hours of work will be 35 hours per week to be worked to suit the needs of the business.

You will operate at all times within the framework of the LLP terms and conditions and with due regard to all Health and Safety and welfare legislation.