LEONARDO	POSITION DESCRIPTION MAINTENANCE AND SUPPORT TECHNICIAN	11th November 2021

Position Overview

Position Title: Maintenance and Support Technician							
Department/Project: Electronics	**Site Location:** Rockingham, WA						
Reporting Manager: Engineering Support Maintenance Manager	**Employment Status:** Full-time (FTE 1.0)						
Probation/Perf ormance Review Period KPIs: 6 mths / Yearly	**Employee Global Cluster:** White						
	Ongoing	X	**Fixed**		**Temporary**		

General Position Summary and Purpose:

The Maintenance and Support Technician provides practical assistance to the ESMM to facilitate the planning supervision and delivery of works during support tasking. Additionally, assists in the delivery of LA Test and Trials programs under the direction of the Test and Trials Supervisor.

Primary Responsibilities / Tasks of Position:

Support Technician is responsible for:

- Assisting the ESMM in planning and execution of availability maintenance, engineering change and growth work.
- STW, Integration and Testing for LA projects IAW approved procedures and project schedules.
- Urgent Defect Investigation and Repair.
- Ensuring all task closing or test documentation has been completed, is accurate and where required approved by Stakeholders prior to task completion.
- Attend stakeholder meetings and interact with stakeholders effectively via various communications methods as tasked. Elevate issues to 'Engineering Support Maintenance Manager' in a timely manner for resolution.
- Assist in or provide technical support for the development and review of test and trial documents, process and procedures.
- Report and document using the Leonardo configuration tool (e.g. Team Centre).
- Undertake as required travel. This may include interstate, international or attending unit in a field environment (e.g. ships at sea)
- Effectively communicate with all levels of staff via staff meetings, written communication and one-to-one communication.
- Foster a working environment that is focussed on meeting the requirements of the customers, both external and internal
- Assist with the general administration and maintenance of the Leonardo workshops, offices and facilities.
- Undertake other duties as designated by the WA manager.

Company General Use
Company Restricted

Ancillary Responsibilities:

- Support other Line of Business requirements

Formal Education/Certification/Clearance Requirements:

- Minimum qualification of Diploma in Electronics/Electrical/Electro-mechanical

  Or

- Equivalent extensive training, including specialist equipment training, the testing and 'Set to Work' (STW) of electronic/electrical/electro-mechanical equipment and systems with a minimum 6 years' experience
- Must be eligible for, and be able to maintain, a Defence Security Clearance (Neg Vet level 1) and/cleared for ITAR requirements
- Overseas/Interstate travel may be required
- 'In field' support may be required. This includes 'at sea' support.
- Occasional overtime may be necessary to meet customer requirements
- Driver's license – C class

Professional/Technical Experience Requirements:

- Highly desired 6+ years' experience in the Support and testing of electronic/electrical/electro-mechanical equipment and systems
- Defence experience is highly desired
- Full MS Office Suite