

Senior Workshop Technician

Verification of competence, education and training

Candidate Name:	
Date of birth:	
Candidate email:	

I confirm that the person detailed above:

- 1 Has been employed by _____ (company name)
- 2 At the position of _____

Between the dates of _____ and _____
- 3 Totalling approximately _____ offshore days
- 4 I can confirm that the person holds a valid and authentic academic/trade qualification (where applicable) for the position at which they are employed (*please provide copies of certificates*) .
- 5 In my view the person has demonstrated the skills necessary to be deemed competent at the above grade in accordance with IMCA guidelines (if applicable) and within MTCS Competencies (listed on sheet 2). I would therefore like to recommend that they be assessed for the grade (please provide copies of recent appraisals/performance reviews).
- 6 The person has a valid offshore medical and survival suitable for the geographical area in which they work (*please provide copies of certificates*) .

Witness name:		Position:	
Witness signature:		Date:	
Witness email:		Witness contact no:	
Company name / address:			
MTCS (UK) Ltd Email: enquiries@mtcs.info		Tel: +44 (0)15394 40200 www.mtcsuk.com	

Job Summary:

A Senior Workshop Technician is generally regarded as someone who can direct and lead personnel in order to achieve the outcomes of the work scope.

Due to the relatively small size of the team the Senior Workshop Technician must also be hands on and capable of carrying out maintenance and operation tasks as required. It is for this reason that operational experience forms an important part of the criteria for this grade.

The Senior Workshop Technician is expected to coach colleagues in all aspects of workshop activities and maintenance. To this end, formal assessment qualifications are often required, and their ability to assess personnel is assessed in line with IMCA guidelines.

In practice there is some overlap between Senior Workshop Technician and Workshop Manager. It is not the intention of this programme to limit the technical activities undertaken by a Senior Workshop Technician when they are clearly capable of undertaking some of the responsibilities of the Workshop Manager grade, at the discretion of the Workshop Manager and/or employer.

Entry Level Specifications:

- Minimum HNC in Electrical or Mechanical Discipline
- Have a minimum of 48 months in the industry

Competencies:

- 1) The ability to operate the company safety management system in the workplace
- 2) The ability to manage the workshop team during emergency situations
- 3) The ability to coach personnel and assess their skills in the workplace
- 4) The ability to implement effective management techniques in the workplace
- 5) The ability to liaise with offshore based personnel
- 6) The ability to manage administrative requirements in the workplace
- 7) The ability to manage and co-ordinate mobilisation and de-mobilisation of equipment in the workshop
- 8) The ability to implement and manage company quality systems in the workplace