

# Join the Team

<b>Job Title</b>	<b>Field Testing Engineer</b>
<b>Salary range</b>	<b>Commensurate with experience</b>
<b>Staff Group</b>	<b>Engineers Team</b>

## ROLE SUMMARY

Your role will involve working closely with both the Internal Sales Team, External Field Engineer Team and Managing Director to ensure smooth business operations on a day-to-day basis and to act as a first point of contact for all Accounts and HR activities.

You will be joining a multi-disciplinary team, working in a professional yet relaxed environment based in our head office in North Hertfordshire in beautiful countryside surroundings.

<b>Core Activities – site work/on road</b>	<b>70%</b>
<p>As a 'field based' site test engineer you will need complete (but not be limited just to) the following daily activities for the business within your role:</p> <ul style="list-style-type: none"><li>• Drive to arranged locations to conduct a range of tests to check the plot is compliant with building regulations part E, F and L using specialist provided company equipment and vehicle.</li><li>• Conduct pre-site check and ensure that test sites comply with all relevant testing guidelines.</li><li>• Fault detection in the event of failed tests.</li><li>• Explanation of test failures/problems to the site team.</li><li>• Calculate building sizes from drawings or from on site measurements.</li><li>• Conducting a consultancy service when required.</li><li>• Conduct on site surveys of buildings at an early stage of build to highlight potential problems then working with the site team to find solutions that will aid a successful test in sign off condition.</li><li>• Liaising with site management.</li><li>• Presenting findings to clients and resolving on site objections and issues.</li><li>• Maintaining a professional relationship with all clients and encouraging organic growth of their business.</li><li>• Actively seeking new business opportunities and then pass on the information to the sales team.</li><li>• Carrying out both weekly and daily checks to the vehicle and equipment to ensure that everything is fully operational and in good working order.</li></ul>	
<b>Administration Activities</b>	<b>30%</b>
<ul style="list-style-type: none"><li>• Recording measurements taken from a test with a solid paper trail as well as using specialist software.</li><li>• Writing reports on failed tests/plots highlighting problems and offering solutions.</li><li>• Reporting all or any faults, repairs or problems direct to the line manager.</li><li>• Preparing all the necessary reports for the line manager and/or site team.</li><li>• Uploading information gathered to the company on-line systems (Salesforce) on a day-to-day basis.</li></ul>	

## CANDIDATE PROFILE

This section details the essential knowledge, skills and experience we require for the role.

Education & experience	<ul style="list-style-type: none"><li>• Minimum – Five GCSE or equivalent at pass grade, including mathematics and a science.</li><li>• Minimum 2 years of work experience within a customer facing service industry.</li></ul>
Software knowledge	<ul style="list-style-type: none"><li>• Excellent accounting software skills</li><li>• Computer literate with MS Office Skills, especially Word &amp; Excel</li></ul>
Interpersonal & communication skills	<ul style="list-style-type: none"><li>• Able to be a team player, highly organised, motivated and self-disciplined.</li></ul>
Relevant experience	<ul style="list-style-type: none"><li>• Ideally employed in a similar role or customer facing service industry.</li></ul>
Additional requirements	<ul style="list-style-type: none"><li>• Full driving licence, with less than six points from standard offences.</li></ul>

## ROLE DETAILS

**Working pattern:** Monday to Friday

**Hours of work:** 8:00am – 5:00pm (or to fit as required around an expected 45 hour gross week on the road at site, company offices or home as is needed)

**Length of appointment:** Permanent

**Probation period:** 3 months

**Annual leave:** 20 days plus public holidays

**Pension eligibility:** Enrolment 01/05/2017

## SCREENING CHECK REQUIREMENTS

We have a legal responsibility to ensure that you have the right to work in the UK before you can start working for us. If you do not have the right to work in the UK already, any offer of employment we make to you will be conditional upon you gaining it.

## APPLICATION PROCESS

To submit an application for this vacancy, please send a Curriculum Vitae (CV) and cover letter to **Simon Hotchkiss at [sh@atspaceltd.co.uk](mailto:sh@atspaceltd.co.uk)**

At ATSPACE LTD we are proud to build on passion, we are a diverse team with a strong drive to create a level of service that is second to none. Our beliefs are to aid the design process to construct sustainable buildings, happy homes and create an environment that is focused on quality of living. By using our strong expertise within the building industry and delivering a service that will aid developers to buy into our beliefs and build in an ever-changing industry.

## What ATSPACE Ltd can offer you

One of our core values is to invest in our staff, which includes recognising and rewarding our staff as our greatest asset. If you choose to come and work with us, you will find that we offer:

### Excellent benefits

You will be eligible for a range of competitive benefits, including a highly competitive, negotiable salary with generous performance related bonus.

### A welcoming and inclusive environment

We will help you settle into your new role and working environment. You will have a probation period to provide a supportive framework for reviewing your progress and discussing your training and development needs.

### Development opportunities

The encouragement of career development for staff is one of the ATSPACE's core values. We put this into practice by recruiting enthusiastic people who may require some training, which we can provide in house and outsource to other agencies. We believe that giving staff the time to gain further accreditations and qualifications can only improve our business.

## Equality of Opportunity

We are committed to a proactive approach to equality, which includes supporting and encouraging all under-represented groups, promoting an inclusive culture and valuing diversity. We make selection decisions based on personal merit and an objective assessment against the criteria required for the post. We do not treat job applicants or members of staff less favourably than one another on the grounds of sex, marital, race, ethnic or national origin, colour, disability, sexual orientation, religion, age or socio-economic factors.