

## JOB DESCRIPTION & PERSON SPECIFICATION

**1. Job title: Lorry/agricultural machinery driver/mechanic**    **Centre:** Cambridge Trial Services    **Grade:** B/C  
**Location:** Cambridge

**Reports to** (Job title): Trials Services Team manager      **Line Manages** (Job titles): **N/A**

### 2. Main purpose of role:

To drive an HGV lorry for the purpose of moving agricultural type equipment within and between the NIAB regional trials centres.

To drive agricultural machinery when required.

To maintain agricultural equipment.

### 3. Financial authority/responsibility (e.g. delegated budget, authorisation level, approx value of contracts etc):

N/A

### 4. Key relationships (external and internal):

Externally with host growers and with NIAB's selected maintenance garages. You will be seen as an ambassador for NIAB and expected to be smart and act in a professional manner at all times.

Internally with NIAB staff including regional managers and their staff.

Tasks/responsibilities (in order of priority)	Approx % of time
Collecting and delivering equipment within the Regional trials network through consultation with centre staff and line manager. This will involve nights away from base.	50
Assisting with trials work when delivering equipment to sites.	20
Assisting with trials and commercial work at the Cambridge centre.	10
Carry out machinery maintenance.	10
Keep accurate time, work schedule and expenditure records for both legal and budgeting purposes.	5
Other duties as may be assigned	5

### 6. Working conditions :

You will be expected to work outside in all weather conditions.

You will be expected to carry out planning and administrative duties in relation to legislative driving rules, timesheets and for budgeting purposes.

Some intensive periods of repetitive and or physical work.

The work may involve manual handling and handling and using harmful chemicals and reagents.

There is an expectation to work additional hours including weekends for which overtime and can be paid to ensure equipment is deliver within the required windows of opportunity.

Working away from the centre with overnight stays will be required in this role.  
 Some periods of lone working both indoors and out.  
 Due to the seasonal nature of the work, it may not be possible to take annual leave at certain times.  
 The post-holder will also need to work outside in conditions where pollen from various plant species could be at high levels.

## 7. PERSON SPECIFICATION

### Education/Qualifications:

Essential:	Desirable:
A good general standard of secondary education preferably including qualifications in English, Mathematics and Science.	Higher education qualification in agriculture, applied science, or land based industry.

### Experience:

Essential:	Desirable:
Some experience of driving Class C lorries. Some experience in use and maintenance of agricultural machinery.	Experience of driving C+E lorries

### Specialist Training:

Essential:	Desirable:
Class C licence Current CPC licence Forklift certificate	Class C+E licence Competent mechanic ATV certificate

### Personal Qualities (skills, behaviours and competencies)

Essential:	Desirable:
Ability to work both supervised and unsupervised. Work within a team or alone and be self-motivated. Attention to detail. Willing to work extended unsociable hours and stay away for periods of time when required. Problem solving and ability to use initiative. IT literacy. Time management skills. Have a 'Can do' approach to life.	Desire to learn more about crop production and management. Long term commitment to an agricultural career. Willingness to learn new skills.

Date of description: V1 20/10/2016

Compiled by: MAL