

**JOB DESCRIPTION & PERSON SPECIFICATION**

Job title:	Apprentice NDT Technician
Division/Department:	NDT Department
Reports to:	NDT Department Supervisor / NDT Engineer

The purpose of the job:	<p>To work towards passing the NDT apprenticeship scheme while gaining certification in NDT testing methods. When certified, carry out NDT inspections on castings, welds and forged or wrought products to produce documentation explaining if the product conforms to specification or not.</p> <p>Initially you will be working regular days (Monday to Friday 7:45am till 4pm – 37.5 hours per week excluding breaks) but at an appropriate point you will be expected to do shift work (Shift patterns to be discussed at interview)</p>
Training Provided:	<p>Level 3 Non-destructive Testing (NDT) technician standard</p> <p>The learning provider for this apprenticeship is Skills Training UK. The learning will be a blended approach of online and onsite visits from a tutor. You will also complete training and be assessed in 3 methods of NDT at IMECHE or BINDT.</p> <p>Duration: 48 Months (National Standard and End Point Assessment to be completed within 36 months)</p>
The scope of the job:	<p>To work towards and complete the NDT apprenticeship scheme and gain NDT Level 2 certifications in multiple testing methods. To carry out inspection on castings, welds and forged or wrought products as required utilising the methods for which certification has been achieved.</p> <p>The primary function of the position is to ensure that all products are tested in accordance with the written procedures and fully comply with the technical requirements. Additionally, the role requires that all inspection carried out is recorded and certified using the NDT reporting system.</p>
The responsibilities include but may not be limited to:	<ul style="list-style-type: none"> <li>• Train alongside experienced and certified NDT personnel with an aim to gaining Level 2 NDT certifications as per the apprenticeship scheme.</li> <li>• Once Level 2 certification is achieved, perform any NDT testing as required, utilising all methods in which the individual is certified.</li> <li>• Produce accurate reports, record examination results on reporting system to generate final NDT certificates and weld records.</li> </ul>

	<ul style="list-style-type: none"> <li>• Generate blank recording sketches (paper or digital) inclusive of identifying views.</li> <li>• Produce excavation sketches (paper or digital).</li> <li>• Assist with witnessed inspections with visiting customer inspectors as required.</li> <li>• Assist with the preparation of documents to meet customer requirements.</li> <li>• Maintain work records for all NDT operations undertaken.</li> <li>• Record worked hours for costing purposes including additional costs associated with non-standard operations utilising Mestec or other software.</li> <li>• Perform NDT in all areas within the company (Machine Shops, Forge, Foundry, Work Rolls etc.) and off-site as and when required.</li> <li>• Liaise with Foundry, Forge, Machine Shop personnel to ensure that items for inspection are correctly identified and safely located.</li> <li>• Actively seek to increase number of NDT qualifications and undertake PCN and SNT training and exams in any method as required by the company and the apprenticeship scheme.</li> <li>• Undergo training both internally and externally as necessary to meet order book contractual requirements inclusive of technology complimentary to NDT and Health and Safety requirements.</li> <li>• To adhere to Health &amp; Safety rules and regulations</li> <li>• Any other duties commensurate with this role</li> </ul>
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**Person Specification:**

Specific qualifications required for the role:	Essential	Desirable
5 GCSEs at Grade 5-9s or equivalent including Maths, English and a Science	Y	
Personal qualities:	Essential	Desirable
Computer literate – Can use Microsoft Word and Excel at a basic level	Y	
Comfortable working at heights and in confined spaces	Y	
Excellent communication and inter-personal skills	Y	
Ability to work alone or as part of a team with attention to detail	Y	
Self-motivated and flexible	Y	
Willingness to travel within the UK if required	Y	
Experience of preparing and writing reports with good level of attention to detail		Y
Basic knowledge of metal processing routes including, casting, forging, heat treatment, mechanical testing and welding		Y