

**Job Title:** Fleet Approvals Engineer  
**Location:** 134 Edmund Street  
**Reports to:** Head of Fleet Technical & Performance  
**Department:** Fleet  
**Safety Critical:** No

### 1. Purpose of the Job

To effectively manage the Fleet Engineering Change process for new rolling stock, modifications to existing vehicles and alterations to vehicle maintenance regimes in order to comply with legislation and safety certification requirements, and to act as the Competent Person for scrutiny of these Engineering Changes.

To ensure all technical and maintenance documentation is consistently produced to a high quality, professional standard.

<b>Safety Details</b>	
<b>A.</b> This job requires <b>Security Clearance</b> (e.g. Running of Special Trains)	<input type="checkbox"/>
<b>B.</b> The job holder is required to hold a relevant <b>Track Safety</b> competence (e.g. PTS)	<input checked="" type="checkbox"/>
<b>C.</b> This is a <b>Safety Critical Work Post</b>	<input type="checkbox"/>
<b>D.</b> This is a <b>Key Safety Post</b>	<input type="checkbox"/>
<b>E.</b> Reference to this job is included in West Midlands Trains <b>Safety Certification</b> documents	<input checked="" type="checkbox"/>
<b>F.</b> This job <b>Manages Employees</b> (undertakes specific tasks indicated in the occupational & operational standards manuals)	<input type="checkbox"/>
<b>G.</b> This job <b>Manages Locations</b> (undertakes specific tasks as indicated in the occupational and operational standards manuals)	<input type="checkbox"/>

### 2. Dimensions

#### **Financial:**

Manages budget of c£10k for use of external competent authorities where necessary.

#### **Staff:**

None.

**Others:**

Manages approximately 150 Engineering Change packs per annum, covering all WMT fleets consisting of approximately 500 vehicles. Scrutiny of packs provided by external suppliers (e.g. Siemens, Roscos) is required.

**3. Duties**

- Act as Competent Person for scrutiny of modifications and maintenance schedule changes to ensure risks are assessed and controlled and compliance with RIR and ROGS legislation is maintained.
- Produce and maintain Engineering Change Pack documentation and manage and control the overall process.
- Provide a professional template for technical and maintenance documentation and review compliance within Fleet.
- Liaise with Fleet Engineers, Rosco's, Rolling Stock Library, National Vehicle Register, Suppliers and others to ensure accurate technical input, compliance with appropriate standards and gain necessary approvals for all changes.
- Maintain the Engineering Change Tracker to ensure controlled, visible and timely progress of changes.
- Maintain and control the fleet technical library including VMIs, specifications and standards, NoBo Technical Files, EA Certification to allow access to accurate information.
- Review and respond to industry consultations, legislation and TSI/RGS changes, ORR, RSSB and RAIB reports, and action changes to maintain legislation compliance and application of best practice.
- Provide advice to Fleet on technical standards compliance.
- Carry out in depth risk assessment of technical safety related defects and mitigations and maintain the Fleet Engineering Risk Register to ensure safe fleet operation.

**4. Context****Operating Environment**

West Midlands Trains, as a train operating company, must ensure compliance with ROGS, RIR and other applicable legislation and standards as detailed within its Safety Certification. In particular, compliance with relevant TSI's, NNTR's and applicable technical standards, and approved maintenance regimes for all fleets is essential. This ensures safe operation of rail vehicles on the national rail network.

**Framework and Boundaries**

The principal framework is provided by the WMT Engineering Standards Manual, in particular WMT-EN002 and WMT-EN017 relating to Engineering Change. The Competent Person role will be independently assessed and certificated as such.

**5. Relationships**

**Subordinates:** None.

**Superior(s):** This role reports to the Head of Fleet Technical who shall provide guidance on workload priorities. The role will however retain independence for decision making as a Competent Person.

**Other Contacts:**

(i) Within the Company: Fleet Safety & Standards Manager, Fleet Engineers, Depot Technical staff, Siemens Contract Manager, Projects Team.

(ii) Outside the Company: Siemens, Bombardier, Rosco's, NoBo's and VAB's, other suppliers.

## 6. Experience, Knowledge, Qualifications and Training

- Broad technical knowledge of rail vehicles and their operation and maintenance.
- In depth knowledge of UK and European rail legislation, including approvals regimes (particularly ROGS and RIR).
- In depth knowledge of fleet related TSI's, Railway Group Standards, and all applicable standards and specifications.
- Experience of risk assessment and root cause analysis processes.

## 7. Challenges

- The job holder must be able to quickly and accurately assess the technical detail of a proposed change against all applicable standards and legislation, whilst allowing a practical approach to implementation. This requires extensive knowledge of a wide range of technical standards and an ability to be analytical and process driven.
- The job holder will need to be well organised and motivated to meet deadlines and ensure timely progress of Engineering Change packs, whilst maintaining independence when carrying out Competent Person activities.

