



Job Specification

For: Data Centre Shift Supervisor

Ref: VR/01373

Job Description

Location: London

Hours: 06:00 – 18:00 & 18:00 – 06:00 (Continental Shift Pattern) 42hrs a week

Job Role

The company is a leading global provider of integrated facilities and corporate real estate management. They are recruiting a Data Centre Shift Supervisor to join their successful Data Centre Solutions team based in London. As the post holder, you will be expected to have extensive understanding of Critical Facilities/Data Centre infrastructure (Electrical, Mechanical, and DC specific infrastructure). As the shift supervisor, you will be responsible for effective inspection, operation and maintenance of all associated assets within the Data Centre.

Key Responsibilities

- Operate all M&E systems within the Data Centre in a competent, effective and efficient manner (including HV Electrical isolations/operations). Having due regard to business risk and energy use. Making recommendations for improvement and providing concise technical reports when required.
- Ensuring that all Specialist Subcontractors visits are conducting works in line with approved Standard Operating Procedures/ MOP/PTW/client change requests.
- Ensure that Specialist Subcontractor worksheets are signed off where necessary, that quality of work has been inspected and recommendations are communicated to the Data Centre Operations Manager.
- Cover additional shifts for colleagues in the event of annual leave, training or other absence.
- Accurately reporting of all completed work orders, including precise recording of any critical spares/stock items used during these tasks.
- Reviewing and preparing MOP's, SOP's and EOP's and associated risk assessments.
- Completing the shift handover reports, ensuring that significant events or activities are noted and effectively communicated to oncoming shifts and company management.
- Champion and promote QHSE compliance activities, such as Hazard/Near Miss Reporting and regular Toolbox Talks.
- Proactively attend nominated training courses as identified by company management in line with DCS training matrix.
- Contribute to a positive culture within the team, regarding personal development and training.

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- Actively contribute to continuous improvement of safe systems of work, ensuring compliance with relevant QHSE policy and procedures.
- Supervising completion of assigned company planned and reactive maintenance tasks.
- Supporting training and development of shift technicians and apprentices.
- Participation in engineering Quality Assurance process, to validate the standards of completed works.

Skills Required

- Experience in Data Centre or Critical Environment operations and / or experience as a supervisor in an FM role.
- HNC/HND in relevant field or associated Electrical/Mechanical Apprenticeship (Or Similar).
- 18th Edition Wiring Regulations.
- Excellent communication skills and the ability to deal with all levels of staff.
- Drives operational excellence within the team.
- Strong IT skills.
- Ability to lead a team when under pressure, whilst remaining calm, clear thinking and able to deliver the required services to the client within given time constraints.
- Individuals who can demonstrate commitment and previous experience; but not meet all the required technical qualifications may be considered subject to Director's approval.
- Demonstrate a willingness to attend on and off-site training for plant and systems this may require nights away from home.
- A high level of initiative.
- Ability to comprehend and act upon both verbal and written instructions.
- Enthusiasm and demonstration of pro-activity, diligence and alertness, with the willingness to participate in appropriate training schemes.

Desirable

- HV Authorised Person.

The above is a guideline to the role and is not intended to be fully inclusive or exclusive of the duties required.

Compiled by : **Fiona Louch**
Compiled on : **03/24/25**

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