

| Employer Details                          |                                                                                                                                                                                                                                                                                                                                                                        |
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| <b>Employer Name.</b>                     | MD Controls LTD                                                                                                                                                                                                                                                                                                                                                        |
| <b>Employer Address.</b>                  | 5 Oaklands Park<br>Bury St Edmunds<br>IP33 2RW                                                                                                                                                                                                                                                                                                                         |
| <b>Vacancy Location.</b>                  | As above                                                                                                                                                                                                                                                                                                                                                               |
| <b>Exact No. of Employees.</b>            | 10                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Employer Contact Name &amp; Email.</b> | Tony Ardern<br>tony@mdcontrols.co.uk                                                                                                                                                                                                                                                                                                                                   |
| <b>Employer Website.</b>                  | www.mdcontrols.co.uk                                                                                                                                                                                                                                                                                                                                                   |
| <b>Employer Website.</b>                  | www.mdcontrols.co.uk                                                                                                                                                                                                                                                                                                                                                   |
| <b>Employer Description.</b>              | MD Controls are an electrical engineering company based in Bury St Edmunds. We provide electrical automation control to many industries such as food, pharmaceutical, renewables etc. Our main strengths are design, control panel manufacture, software, commissioning and service. We operate mainly within the UK but also worldwide on a small number of projects. |

| Vacancy Details                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| <b>Vacancy Title.</b>                | Control Panel Builder                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Apprenticeship Qualification.</b> | Engineering Fitter (level 3)<br><a href="https://findapprenticeshiptraining.apprenticeships.education.gov.uk/courses/377">https://findapprenticeshiptraining.apprenticeships.education.gov.uk/courses/377</a>                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Full description.</b>             | <ul style="list-style-type: none"> <li>• Setting out of back plates and mounting components.</li> <li>• Wiring back plates and enclosures both power and control.</li> <li>• Setting out and cutting of panel enclosures i.e. doors, labels legends etc.</li> <li>• Accept deliveries and sign notes accordingly.</li> <li>• Be capable of understanding electrical drawings</li> <li>• Familiar with all types of control gear</li> <li>• Building control panels complete (control and power).</li> <li>• Deliver panels to customers as required.</li> <li>• Testing as required</li> </ul> |

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|                                        | <ul style="list-style-type: none"> <li>• Keep workshop tidy.</li> <li>• Participate in all training offered.</li> <li>• Fault finding on panels in workshop and on site.</li> <li>• On site works modifying, installing, commissioning etc.</li> <li>• Complete all necessary paper work as requested by manager.</li> <li>• Adhere to all Health and Safety, Quality and Environmental requirements, both at work and on site.</li> </ul> |
| <b>Qualifications required.</b>        | 4 GCSEs at grade 4/C, including maths, English and a science.                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Things to consider.</b>             | <p>The position will be based mainly indoors in a workshop type environment. We are only a small company and there could be 1 to 3 other people in the workshop at any one time.</p> <p>There will be some time spent working on sites with others in potential cold / wet conditions.</p>                                                                                                                                                 |
| <b>Skills required.</b>                | <p>Practical bias for working with hand tools, drills, grinders etc.</p> <p>Physically fit as there are standing and lifting requirements.</p> <p>Understanding of basic electrical concepts and ability to problem solve.</p>                                                                                                                                                                                                             |
| <b>Personal qualities.</b>             | <p>Punctual, reliable, polite, well presented.</p> <p>Willingness to learn and improve at all times.</p> <p>Not afraid to ask and be part of the team.</p>                                                                                                                                                                                                                                                                                 |
| <b>Future prospects description.</b>   | <p>We would expect to offer the apprentice a fulltime position at the end of the course.</p> <p>They would be in a position to gain further experience as a controls engineer and start to manage their own customer facing projects.</p>                                                                                                                                                                                                  |
| <b>Possible Employment Start Date.</b> | Summer 2024                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Number of positions available.</b>  | 1                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Total Hours per Week.</b>           | 40 hrs with 30 min lunch break each day                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Working Days.</b>                   | <p>Mon – Fri</p> <p>Very occasional weekend or bank holiday work</p>                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Working day Hours.</b>              | 8am until 4pm or 9am until 5pm (optional)                                                                                                                                                                                                                                                                                                                                                                                                  |