

Job title: Section Manager, Vehicle Workshop

Core information

Location: Fenny Lock	Lines of business or shared capability area:
Reports to: Department Manager VMU	
People Management: Yes Assignment Management: No	
Partnership Level: Partnership level 8	Manager's Partnership level: Partnership level 7
Number of direct reports: 5 to 25	Partnership level(s) of direct reports: Partnership level 9

About the John Lewis Partnership

The Partnership is the UK's largest employee-owned business and home to our two well-loved retail brands - John Lewis & Partners and Waitrose & Partners, as well as expanding into new areas beyond retail.

We aren't an ordinary business though. The Partnership is different because everyone who works here isn't just an employee. We are Partners, with a shared responsibility for our success, and we share the rewards when we're successful.

Everything we do is powered by our unique purpose: **Working in Partnership for a happier world.** Our Purpose inspires our principles, drives our decisions and acts as our guide, so that everything we do contributes to Happier People, Happier Business and a Happier World.

Critical purpose of the role:

To manage the daily Workshop operation of the early and late shifts ensuring that the vehicles are maintained to the appropriate Partnership standards and downtime is kept within the prescribed limits. To ensure that the quality of workmanship produced meets the appropriate standards, and that Health and Safety measures are in place and adhered to. To be responsible for the planning of the MOT and Service programmes for the HGV Fleet, vans & CDH Fleet

Primary Outcomes & Accountabilities	Measures of success
• Operation of all shifts • Maintenance of the Fleet • Parts and Labour budget • Line management of up to 25 Partners • Legal Compliance of associated area of responsibility • Health and Safety on VMU site	• Delivery of an efficient workshop operation within agreed budgets • Vehicles repaired to schedule and legally compliant to agreed standard • KPI's on target • Supervision duties performed • ARP's completed on time • Stakeholder feedback

Skills • Experience in dealing with Health and Safety and Transport Legislation • Demonstrated the ability to manage and lead engineering/industrial teams • A proven background in commercial vehicle repairs and Maintenance

Qualifications & Experience (where applicable)
Essential • City & Guilds 1,2,3 Vehicle technician or equivalent qualification • Experience in dealing with Health and Safety and Transport Legislation • Demonstrated the ability to manage and lead engineering/industrial teams • A proven background in commercial vehicle repairs and Maintenance • Communicate effectively
Desirable • Management or leadership experience • Good interpersonal and IT skills • CPC Transport Manager qualification

Version	Created/updated by	Date
----------------	---------------------------	-------------

Version I	Steven O'Connor	10/09/25
-----------	-----------------	----------

