

**Job Description Job Title:** Painter & Decorator

**Scale:** £14.04 – £16.84 per hour (£27,378 - £32,838) Dependent upon experience, skills & qualifications

**Hours:** 37 hours a week (plus paid overtime when required)

**Reports To:** Maintenance Manager & Directors

**Essential:** NVQ Level 2 Diploma, City and Guilds or Equivalent in Painting and Decorating

**Main Purpose of Job:** To provide efficient and effective maintenance support to Restorative SCS, including ensuring the security and general appearance of the buildings and surrounding areas are maintained in accordance with the required standards.

The candidate must hold a full UK licence and will have use of a Company Vehicle

#### **Key Accountabilities, Duties and Responsibilities**

- Understanding of health and safety of the physical material condition of the organisation's properties / provisions - inclusive of fire safety
- To undertake day to day painting and decorating tasks around the service/s to the highest standards
- Applying paint, stains, varnishes, and other finishes
- Using brushes, rollers, or spraying equipment
- Applying primers and undercoats, or varnishes and glazes
- Wallpapering
- Calculating the materials needed for a planned works.
- Removing old paint or wallpaper by sanding or scraping, or by using heat guns, liquid paint removers or steam strippers
- Laying dust sheets to protect areas from paint.
- Preparing surfaces for decorating by filling holes and sealing cracks
- Tidying up and cleaning your tools
- To undertake rip out and refurbishment labour.
- To deal with general repairs where necessary as instructed by the Maintenance Manager
- Regularly check external areas for any potential danger to people on site.
- Litter picks as required, sweeping of hard surfaces, emptying of litter bins, attending to planters.
- Assist with deliveries and general portage duties.
- Support with other cleaning duties as and when required, including clearing properties of waste/ items that need to be taken off site to local recycling facilities.
- To provide out of hours support in emergencies, where needed.
- Use of general power tools- SDS and combi drills, angle grinder, circular saw, multi cutting tool, etc.

#### **Key Competencies**

- Competent at general decorating, painting, and wall papering.
- Competent at assembling flat pack furniture.

- Basic knowledge of health and safety procedures and precautions, including Coshh regulations and an awareness of health and hygiene procedures.
- Competent in dynamic risk assessment applying the health and safety regulations/procedures applicable to the situation.
- Record all works undertaken on identified job sheets.
- Be able to read and interpret maintenance lists prioritising H&S issues / tasks, whilst working through jobs in an efficient and cost-effective manner.
- Literacy and Numeracy skills enough to check delivery notes, measurements etc.
- Able to regularly handle/carry items.
- Good communication to plan work for week ahead and feedback on completed tasks.

### **Physical Effort**

At certain points of the day the post holder will be expected to undertake bending, lifting, and stretching in the course of their duties e.g., minor maintenance work, remedial painting and decorating, repairs to fixing, receiving deliveries of goods and equipment, setting out, building, putting away furniture.

Due to the nature of the post, there will be an expectation that the post holder will be exposed to dirt and dust which on occasions, for example adverse weather conditions, may be higher than normal.

NB: This job description is intended to give the post-holder an appreciation of the role envisaged and the range of duties and responsibilities to be undertaken. It does not attempt to cover every activity. Specific tasks and objectives will be agreed with the post-holder at regular intervals. The post-holder will be required, always, to perform any other reasonable task as requested by the Maintenance Manager Manager/Directors, to meet the operational needs of the business.

<b>Area</b>	<b>Essential</b>	<b>Desirable</b>	<b>Where assessed</b>
<b>Attitude</b>	-Basic understanding of the service users that the organisations -Interest in the development of other workers		Application Form Interview Written Exercise
<b>Education &amp; Qualifications</b>	-Basic Trade Qualifications/ Previous Training NVQ L2 in Painting & Decorating	NVQ L3 in Painting & Decorating Any other Specialist Trade Qualifications, i.e, Gas, Electrical, Plumbing, Joinery, etc. -NEBOSH	Application Form Interview
<b>Knowledge</b>	-Health and Safety at Work Act 1974 -GDPR 2018	-Fire Safety -Safeguarding	Application Form Interview

<b>Experience</b>	<ul style="list-style-type: none"> <li>-Previous experience of working in a maintenance role</li> </ul>	<ul style="list-style-type: none"> <li>-Previous supervisory experience.</li> </ul>	Application Form Interview
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>-An excellent skill in all aspects of painting and decorating.</li> <li>-Ability to access organisations policies and procedures</li> <li>-Good Communication skills</li> <li>-Good IT Skills</li> </ul>	<ul style="list-style-type: none"> <li>Advanced skills/knowledge/qualifications in construction areas. i.e. plastering, roofing, gas installation, electrical installation.</li> </ul>	Application Form Interview Written Exercise
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>-Committed to own Professional Development &amp; Learning Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Commitment to complete advanced specialist training provided by the organisation</li> </ul>	Application Form Interview