



Multi Skilled Tradesperson

Partnership Level 10

Reports to

Facilities Management Delivery Manager

Direct and Indirect Reports

N/A

As a Partner in a unique business, you will share in the responsibilities of ownership as well as its rewards. Partners in the business deliver this through the following commitments:

- **Taking responsibility for our business success**
We take responsibility to deliver the right experience for all customers and generate profits for us all to share
- **Building relationships powered by our principles**
We build relationships based on honesty, respect and encouragement. We expect these behaviours of each other and demonstrate them at all times
- **Creating real influence over our working lives**
We take opportunities to develop ourselves, balance work and life priorities and offer personal support

Job Purpose

1. Complete minor maintenance requests as directed by line manager.
2. Carry out planned preventative maintenance (PPM) within capabilities and qualifications as assigned by Manager / Technician
3. Maintain the standard of the campus buildings to the highest standard within financial commercial restraints.
4. Report any maintenance issues outside of capabilities and qualifications through line manager hierarchy.
5. Build and maintain strong relationships with key stakeholders
6. To support the business in delivering the Partnership carbon reduction programme

Accountability

Partner

- Maintain building standards to the level appropriate for the campus - 14 buildings.
- Minor maintenance: Complete all work orders via the Service Insight 7 maintenance system.
- Evaluate new work and quotations within capabilities, with a view to undertaking work in house if cost effective and without impact on other SLA's
- Understand & use maintenance computer systems.
- To ensure all work undertaken is carried out in a safe manner, evaluating risk to minimize any impact on operations and abiding with all health and safety legislation. Adhere to risk assessments when necessary. Escalate to Management all safety/risk issues as per procedures / policy when known.
- Take ownership for understanding performance of self and of your department, sharing ideas and feedback to drive continuous business improvement.
- Work to deliver Departmental goals
- Achieve agreed personal and business development objectives / goals.
- Complete all training courses both Mandatory & PDW

Measure

Standards as set out by SFG20

Reactive & PPM orders to be completed within SLA

Reduction in contractor usage - self deliver wherever possible. Reduce costs incurred using contractors.

No accidents or near misses reported

<p>Customer</p> <ul style="list-style-type: none"> Communicate at appropriate levels across campus to ensure understanding of work progress. <p>Operation</p> <ul style="list-style-type: none"> Focus on maintaining and improving the customer experience Review standards of completed specialist contractor work orders. <p>Finance</p> <ul style="list-style-type: none"> Find cost effective solutions, control stock levels and whenever possible complete tasks efficiently. 	<p>Willingness to work shift patterns to complete work.</p> <p>Support the FMDM in his budget delivery ensuring the best return on investment.</p>
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	<i>Essential</i>	<i>Desirable</i>
Qualifications	<ul style="list-style-type: none"> A good competency of DIY skills in the following: <ul style="list-style-type: none"> Locksmith Carpentry Plumbing Decorating Plastering Tiling Flooring repairs Ability to work unsupervised Competent works at heights Competent IT skills to role requirements 	<ul style="list-style-type: none"> Full and clean driving license Asbestos awareness Any other relevant competency training that may be required Use of access platforms (manual and automated) IPAF To demonstrate competent driving skills and follow Partnership Drivers Handbook guidelines. To hold a relevant City and Guilds qualification or is able to demonstrate competency in a range of general building skills including: <ul style="list-style-type: none"> Locksmith L8 water temperature monitoring Competent using electric powered cutting tools

Experience	<ul style="list-style-type: none"> • Previous experience in the building trade desirable 	

Relationships

Internal	External
<ul style="list-style-type: none"> • Facilities Management Delivery Manager • Maintenance Technician • Key stakeholders 	<ul style="list-style-type: none"> • CBRE (3rd party service providers) • Specialist contractors

What you should know about the job

Role Location/Required Mobility

- 37.5 working week, shift working Monday to Friday wk 1 06.00 to 14.00 or wk 2 14.00 to 22.00
- Flexible working as and when required

This role would suit someone who is:

- Effective communicator, able to competently converse with Partners across campus
- Problem solver
- Competent in IT systems to carry out daily duties
- Positive approach with a can do attitude
- Team player who is driven to deliver department business plan
- Demonstrates Partnership behaviors at all times
- Demonstrates understanding of Partnership principles and democracy
- Self motivated and able to manage time and priorities effectively
- Maintain high standard of business dress and personal hygiene at all times
- Able to work alone and as part of a team