



ROLE PROFILE

Post: Maintenance/installation Electrician

Responsible to: Lead Estates Supervisor and ultimately the Head of Estates & Operations

General Description

This role involves carrying out general maintenance and installation electrical work on site, including testing and fault finding. The role also requires a broad-spectrum approach to general maintenance.

Electrical Competencies

- 17th / 18th Edition qualified – Essential
- Time-served electrician – Preferred

Main Responsibilities

This job description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list

- Carry out all types of general maintenance and installation electrical work on site, which will include domestic and commercial works on areas such as classrooms, boarding houses and offices.
- Undertake and assist with general electrical compliance tasks as required by the Lead Estates Supervisor.
- Generate and carry out Planned Preventative Maintenance and asset auditing.
- Undertake and assist with other general maintenance tasks as required by the Head of Estates & Operations/Lead Estates Supervisor.

- Work with the Head of Estates & Operations/Lead Estates Supervisor to derive long term and short-term schedules of work.
- Ensure the site and working areas are always kept tidy
- Work flexible hours and be available for call-outs as required

Reporting & Communication

- Reports to Lead Estates Supervisor
- Work collaboratively with the wider Estates team raising the profile of the team across the school
- Communication as required to all relevant stakeholders

Health & Safety Duties

- Have a good understanding on the theory and application of Health & Safety

Personal Qualities

- A pro-active attitude to support in Estates team in a wide range of maintenance tasks, sometimes at short notice
- Good physical fitness and the ability to work from ladders, scaffold or in confined spaces
- Good at working as part of a team
- A 'self-starter' and highly motivated to deliver in a task orientated role
- A willingness to adapt to different situations and be flexible over working hours
- The ability to communicate appropriately with staff and students

Qualifications and Experience

- Ideally have undertaken an approved apprenticeship and/or have significant practical experience
- Affiliation to a recognised trade body and the ability to demonstrate trade competence
- Good general maintenance skills
- A valid, clean driving licence