

# General Maint. Operative Job Description



## Job Description

<b>Department/location:</b>	Maintenance / SYLOC
<b>Hours of work:</b>	45 per week; Monday to Friday 08.00 – 17.30
<b>Reports to:</b>	Darren Burke
<b>Salary/wages:</b>	£9.50/hour
<b>Holiday:</b>	28 days per annum inclusive of Bank Holidays
<b>Other benefits:</b>	Company pension after 3 months Company healthcare scheme after probation (non-contractual benefit)

### General:

The aim of the role is to maintain and repair Future Industrial Services property, equipment and grounds in accordance with routine maintenance schedules and/or as required to ensure their serviceability and effectiveness

### Main Duties:

- Carry out daily routine maintenance and repairs of Future Industrial Services property, equipment or grounds.
- Carry out preparation, painting and/or repairs to any Future Industrial Services property, equipment or grounds as required.
- Maintain records of works carried out.
- Maintain a safe and tidy working environment.

### General H&S Responsibilities:

- Comply with Health & Safety requirements: as per training, policies, procedures, risk assessments, method statements, safe systems of work etc.
- Actively seek to improve safety culture.
- Report any H&S issues/accidents/near misses to your line manager immediately.

### Other General Responsibilities:

- Attend training as required to maintain personal qualification/competence.
- Comply with the Company Equal Opportunities Policy and promote equality.
- Any other duties as required by line management, commensurate with the post holder's level of training and competence.

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## Person Specification

<b>Qualifications/Training</b>	<b>E / D*</b>	<b>How assessed***</b>
Category B (car) driving licence valid for UK to travel to other Future Industrial Services premises	E	CV
Willing to undertake additional training (HPWJ; MEWP; FLT)	E**	I
<b>Experience</b>		
Previous experience of working in a general maintenance role is preferred	E	CV
<b>Specific Post Knowledge/Skills</b>		
Knowledge of the use of all tools of the trade	E	I
Knowledge of Health & Safety standards in the workplace	E	I
<b>Personal Characteristics</b>		
Conscientious to work independently without direct supervision	E	I
Flexible approach to daily/weekly work pattern/schedule	D	I

\*Essential or Desirable

\*\*Essential but may be achieved post-employment

\*\*\*Application Form or CV (CV); Interview (I); Presentation (P); Practical Assessment (PA)