

Site Maintenance Worker

Full-time 40 Hours Per Week (Part-time hours considered)
Salary £28,255 (40 hours) Point 12 on the Lodge Trust Pay scale
with additional payment for on call responsibilities

A role at The Lodge Trust can be hugely rewarding. We are looking for a friendly, adaptable, committed and experienced member of staff to join our Site team. A flexible and team focused approach will be essential for the successful applicant; you will be responsible for ensuring that our buildings and grounds are safely maintained to a high standard. Communicating and interacting with employees and residents ensuring that the Lodge Trust is kept in good condition and operates safely.

Key Responsibilities:

- To carry out repairs and maintenance tasks within the individual's capability in all areas across site as requested, complying with the Lodge Trust's policies and procedures.
- To understand and meet statutory and legal requirements such as, Health and Safety, COSHH, Fire safety, Food safety and to maintain a safe environment throughout the Lodge Trust.
- To carry out specific maintenance and regular safety checks (including fire) as identified in the maintenance check list, keeping accurate, up to date records of the checks. Reporting any deficiencies to the Site Team Leader and following these up promptly.
- To respect residents at all times, especially their individual right to privacy, dignity and choice, incorporating residents' needs and requirements into your work routine so that the Lodge Trust is pleasant to both live and work.
- To liaise with external contractors entering the home when carrying out authorised work to ensure that all requirements relating to Health and Safety and the Health & Social Care Act legislation are fully met.
- To maintain aspects of the grounds and garden areas as required.
- To be approachable and interactive with colleagues, contributing to team meetings. Ensure that the Lodge Trust is a friendly and supportive caring environment.
- You will be required to be on call on a rota in the event of an emergency.



Providing Christian support for adults with learning disabilities

Main Street, Market Overton,
Rutland, LE15 7PL

Tel. 01572 767234
Fax. 01572 767503
www.lodgetrust.org.uk
admin@lodgetrust.org.uk

The Lodge Trust CIO Charity No. 1161735

The Lodge Trust is a non-smoking organisation and smoking or vaping is prohibited anywhere on site or in the grounds.

If required please call 01572 767 234 for an informal discussion regarding this role.

To apply please email explaining how you fulfil the Job Description and Person Specification below. Please include an up to date CV

(Email: HR@lodgetrust.org.uk)

Closing date: Wednesday 22nd May

We reserve the right to withdraw this job vacancy if we fill the job before the closing date.

Please see below for the Job Description and Person Spec



Job Title	Site Maintenance Worker
	Job Description
Responsible to	Site Maintenance Team Leader
Staff Reporting directly to this post	<ul style="list-style-type: none"> None
Service Aims	The Lodge Trust aims to provide services for adults with learning disabilities which promote Christian virtues and values. The staff group will support residents to develop their potential, encouraging them with appropriate support to develop all aspects of their individuality.
Role	To provide a comprehensive maintenance service in all areas of the Lodge Trust, both interior and exterior. Communicating and interacting with employees and residents ensuring that the Lodge Trust is kept in good condition and operates safely.
Responsibilities and Duties	<ul style="list-style-type: none"> To carry out repairs and maintenance tasks within the individual's capability in in all areas of the site as requested, complying with the Lodge Trust's policies and procedures. To understand and meet statutory and legal requirements such as, Health and Safety, COSHH, Fire safety, Food safety and to maintain a safe environment throughout the Lodge Trust. To carry out specific maintenance and regular safety checks (including fire) as identified in the maintenance check list, keeping accurate, up to date records of the checks. Reporting ant deficiencies to the Site and H&S Manager and following these up promptly. To respect residents at all times, especially their individual right to privacy, dignity and choice, incorporating residents' needs and requirements into your work routine so that the Lodge Trust is pleasant to both live and work. To liaise with external contractors entering the home when carrying out authorised work to ensure that all requirements relating to Health and Safety and the Health & Social Care Act legislation are fully met. To maintain aspects of the grounds and garden areas as required.

	<ul style="list-style-type: none"> To be approachable and interactive with colleagues, contributing to team meetings. Ensure that the Lodge Trust is a friendly and supportive caring environment. You will be required to be on call in the event of an emergency.
Entitlements	<ul style="list-style-type: none"> Holidays – see Contract of Employment Terms and Conditions and Salary – see Contract of Employment

Job Title	Site Maintenance Worker Person Specification	
	Essential	Desirable
Education/Qualifications	<ul style="list-style-type: none"> • Able to drive and in possession of a clean driving licence 	<ul style="list-style-type: none"> • City & Guilds qualification in an appropriate building or maintenance subject • Accredited/Appointed First Aid qualification • A relevant H&S qualification
Experience	<ul style="list-style-type: none"> • Sound building maintenance or multi skilled fitting or other trade background. 	Background in any of the following: <ul style="list-style-type: none"> • Project management • Building maintenance • Care Home, Housing Association or other property maintenance role • Site management • Experience in using a variety of tractors, trailers, tools and implements • Painting and Decorating experience
Skills/Abilities	<ul style="list-style-type: none"> • Ability to recognise, prioritise and lead on safe working practices and conditions in all situations for self and others living and working on site. 	

	<ul style="list-style-type: none"> • Multi-skilled experience in building maintenance. • Skilled and experienced in a wide range of maintenance and repair tasks. Possessing an instinctive ability to creatively fix a wide range of things correctly, to a safe and effective standard. • Sound judgement about when to fix something, replace defective items or engage a contractor • Computer literate and able to work in Word, Excel, and Outlook. 	
Personal Qualities	<ul style="list-style-type: none"> • Reliable and punctual • Able to work as a part of a team • Self-motivated and able to inspire others • Able to appreciate and respond to crises • Able to quickly learn & adapt to new situations and take a flexible approach • An ability to work under pressure for tight deadlines etc. • Physical and mental health acceptable for the role 	<ul style="list-style-type: none"> • An interest in people with learning disabilities

	<ul style="list-style-type: none"> • Flexible in being able to cover for absence within the team • Able to maintain confidentiality • Able to quickly learn the Lodge Trust plant and systems • The Lodge Trust aims to provide services for adults with learning disabilities which promote and support a Christian lifestyle and values. The successful applicant would need to be supportive of these values. 	
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