

Job Description

Job Details:

Job Title:	Senior Painter and Decorator
Reports to:	Maintenance Supervisor
Leadership of:	None

Job Purpose:

- To carry out painting and decorating tasks as directed
- To carry out basic repairs as required
- To provide out of hours on-call cover for building security

Summary of Responsibilities

Painting & Decorating:

- To take the lead role in a team of two, carrying out painting and decorating tasks to ensure nurseries normal wear and tear is maintained
- To allocate roles and responsibilities on each job to ensure it is completed in the timeframe required
- To co-ordinate resources required for each job and ensure they are available at the right time and place for the work to be completed
- Each nursery will be painted and decorated every 12-15 months

Quality

- To carry out quality control checks of the work being carried out, to ensure they meet expected standards

Preparation:

- To ensure areas are fully prepared and cleaned before painting or decorating
- To ensure the area is left in a safe and presentable manner

Repairs:

- Handling basic repairs as required

General Maintenance

- To carry out general maintenance tasks as directed by the Maintenance Supervisor
- To construct newly purchased furniture and/or equipment as required

Out of Hours Building Security

- To provide on-call cover for emergencies / security breaches that may occur out of nursery opening hours. This will be agreed on a shared rota basis between Maintenance team members.
- To respond to out of hours calls from the alarm company
- To assess any security breaches at any of our nursery buildings, by checking CCTV when the alarm is activated.
- To call the emergency services (police) if an actual security breach is identified
- To attend nursery buildings out of hours to deactivate the alarm, if safe to do so.

Assignment and Review of Work

- Requests for work will come from the Maintenance Supervisor

Decision Making

- High level of decision making relating to health and safety aspects across the group
- No financial responsibility

6. Selection Criteria

Knowledge, Skills & Experience

- Previous experience in painting and decorating is desirable
- Demonstrable organisational and co-ordination skills
- Skilled use in various hand and power tools
- Be able to read plans and repair manuals
- Full and clean driving license is essential
- Knowledge and demonstrable understanding of health and safety requirement relevant to nurseries

Person Specification

- Clear and satisfactory safer recruitment checks (including a clear enhanced DBS check)
- Good verbal communication skills are essential
- Strong organisational and follow up skills are essential
- The ability to manage own workload and work alone, with no supervision
- High attention to detail
- Ability to problem solve and use own initiative
- Ability to follow reasonable instruction, with a positive attitude.

The duties and responsibilities in this job description are not exhaustive or restrictive, changes and other duties relevant to this post may be added. This job description may be reviewed in the future.