

Role Profile – The What, The Where, The How

POSITION	Multi-Skilled Carpenter		
TEAM	Services	LOCATION	Coastline House
VERSION	1	LAST UPDATED	October 2020

THE PURPOSE OF THIS ROLE IS TO

To carry out maintenance on the Company's internal and external contracts.

Specific Accountabilities – The Brass Tacks

In the role, day to day, you'll be responsible for:

1. All Carpentry and Multi-skilled duties relating to building and response maintenance including out of hours service.
2. Ensuring that works are carried out in the most cost effective and efficient manner.
3. Responsible for ensuring that all quality and customer satisfaction targets are met.
4. Responsible for the care and condition of Company vehicles / plant and equipment in accordance with relevant policies.
5. Any other duties consistent with the grade and general responsibilities of the post, as may be required from time to time by nature of changes to the business or the need to develop new streams of work.

Person Specification – The Who

PERSONAL SKILLS AND QUALITIES

At Coastline we are more concerned with how you work and what you bring to the role over formal qualifications or criteria. Specifically, what we're looking for is someone who:

- Demonstrates behaviours in accordance with Coastline's values:
Put our customers first
Be open, honest and accountable
Value each other
Strive to be the best

- CSCS Card (Required to obtain once in role if not already held).
- Relevant technical or vocational qualification or time served trade apprenticeship
- General building and maintenance experience
- Use of plant and equipment
- Has a full driving licence and a satisfactory **Basic** DBS check;
- Some experience in the following would be an advantage:
- Basic first aid qualification
- City & Guilds or NVQ Level 2 in Carpentry
- Local housing knowledge
- Good understanding of health and safety at work policy and practices

General Obligations - For All Of Us

1. Represent the company positively with all external agencies.
2. Service and support the company as requested.
3. Establish, develop and maintain effective working relationships with all work colleagues.
4. Ensure compliance with the company's health and safety policies and procedures.
5. Continually promote equal opportunities and customer care in full compliance with the company's policy and standards.

REPORTING

Reports to relevant Supervisor and/or Contract Manager

CONTACTS

Internal

- All staff across the company

External

- Customers, suppliers and contractors

