



## **Job profile**

### **Multi Skilled Operative – Repairs and Maintenance**

**Grade SCP 14-19    £23,080 - £25,481**

**Group:** Housing, Environment and Healthy Communities

**Service:** Gateshead Construction Services

**Location:** Shearlegs Road

**Line Manager:** Project Manager - Adaptations

**Car User Status:** Casual

#### **Job Purpose**

To undertake general building duties covering repairs, refurbishment and upgrades to a range of housing and commercial Council properties.

#### **The key roles of this post will include:**

1. To work individually or as part of a team undertaking general building and driving duties on a range of different construction and refurbishment sites.
2. To assist different trades in the completion of their works particularly regarding manual handling, movement of materials and general building activities.
3. Groundwork and substructure drainage, excavations, and concreting works
4. To Maintain a clean and tidy construction site
5. To assist sub-contractors at times when directed by a Gateshead Council manager or supervisor
6. Ensure implementation and compliance with Health & Safety policies and procedures
7. To undertake a continual program of Risk Assessment in relation to your role
8. Utilise both electronic and paper based systems to accurately record use of labour and materials against each job.



9. Travel efficiently and effectively between various works locations within the borough of Gateshead meet the operational requirements of the Service.
10. To demonstrate a positive, diverse and inclusive attitude to both internal and external customers and colleagues
11. The post holder may be required to perform duties, appropriate to the post, other than those given in the job specification.



## **Knowledge & Qualifications**

### **Essential:**

#### Knowledge

- Knowledge of the construction Industry
- Working knowledge of Health and Safety procedures and regulations
- To be able to demonstrate an understanding of what equality and diversity means in the workplace
- Be able to undertake manual activities, walking, lifting & carrying, bending, climbing

#### Experience

- Experience of working on construction projects
- Experience of and able to work at height and on scaffold and in confined spaces
- Experience of working with/alongside other trades
- Experience of Labouring on groundworks projects

#### Qualifications

- Full Valid driving license



## **Desirable:**

### Knowledge

- Concrete finishing
- Laying drainage and general groundworks

### Experience

- Able to work to tight deadlines
- Able to accurately record materials and timings
- Ability to operate ICT systems to manage workflow
- Working with a diverse range of customers

### Qualifications

- Asbestos Awareness
- Manual handling
- Work at Height
- Willingness to work toward additional qualifications



## Competencies

### **Customer Focus**

Puts the customer first and provides excellent service to both internal and external customers

### **Communication**

Uses appropriate methods to express information in a clear and concise way to make sure people understand

### **Team Working**

Works with others to achieve results and develop good working relationships

### **Making things happen**

Takes responsibility for personal organisation and achieving results

### **Flexibility**

Adapts to change and works effectively in a variety of situations

### **Learning and Development**

Actively improves by developing and applying new skills and knowledge and learns from past experiences