



# Job Description

Job title	Electrician (voids team)	Hours	37 hours per week (8.00am – 4.00pm Mon – Thurs, 8.00am – 3.30pm Friday)
Department	Housing Technical Services		SK13 (£39,348 per annum)
Location	Mobile Worker	Contract	Permanent

## Main Job Purpose

Electrical Inspections and remedial maintenance work to council domestic dwellings including reactive and planned work as required for the Repairs Team within South Kesteven District Council

This role is not politically restricted.

## Main Statement of Responsibilities

- Carry out periodic inspections to properties and record results as per 18<sup>th</sup> edition regulations
- To fault find and carry out repairs on electric central heating systems
- Carry out electrical repairs and maintenance work to council properties
- To duly complete all electrical installation documentation in accordance with NICEIC requirements
- To participate in an out of hours standby rota
- To undertake any training necessary to keep up to date with NICEIC requirements
- Carrying out minor additional works associated with task e.g. plaster patching including chase up work
- Carrying out work associated with other trades to a competent level e.g. bricklaying, joinery, plumbing and decorating

## Core values

Our vision is to "be the best district in which to live, work, and visit." To achieve this promise, we are building an organisation with a strong internal culture. Our values determine how we behave and deliver services to our residents and businesses and how we interact with each other, and we believe that our values are just as important as skills.

They focus attention on six areas:

### Trust

- We act with credibility, professionalism and integrity in all that we do.
- An important guiding principle in the Council's operations and decision-making process, Trust is found in all relationships; from colleagues, Members and building our resident's trust.

### Empowerment

- Committed to creating an environment where colleagues are encouraged and supported to take initiative.
- A culture of collaboration and teamwork where everyone is encouraged to share ideas, contribute and work together.

### Accountability

- Taking responsibility for our actions and operating in a transparent manner.
- Being responsible for our own performance.

### Making a Difference

- Addressing the complex challenges we face with innovative solutions.
- Driven by a purpose to create a positive impact and improve the lives of residents and the community of South Kesteven.

### Supportive to All

- Putting residents at the heart of everything we do.
- Being an inclusive Council that values and celebrates diversity.

### Kindness

- Empathy and understanding of others.
- Treating everyone with respect.



## Person Specification

### Relevant Experience, Skills and Knowledge

#### Essential

- Evidence of skill in Electrical work
- IT Literate
- Demonstrate sufficient breadth of experience in the Electrical industry to satisfy the requirements of the post

#### Desirable

- Evidence in other trade skills – multi tasking
- Experience working within a Local Authority

### Relevant Qualifications

#### Essential

- City and Guilds Craft Certificate Parts 1 & 2
- Trained to NICEIC 18<sup>th</sup> edition
- City and Guilds 2391 Electrical Qualification
- City and Guilds 2394 & 2395 Electrical qualification
- Full driving licence

#### Desirable

- Asbestos training
- Qualifications in other trade areas

### Communication and Interpersonal Skills

#### Essential

- Manages time effectively and delivers against agreed objectives
- Communicates clearly using straightforward language
- Able to work with others to get the job done well
- Able to challenge the norm and find ways to improve
- Evidence of continuous learning
- Take personal responsibility for own work and focuses on solutions and action to ensure agreed objectives are met
- Respond to customer's needs and learn from feedback to improve the customer experience
- Treat all individuals with respect and dignity
- Accurate use and recording of data
- Ability to adopt an ordered, systematic and thorough approach to work tasks and record keeping
- Flexibility in terms of hours and duties
- Willingness to participate in emergency callouts