



Job Description

| | | | |
|------------|--|----------|--|
| Job title | Joiner | Hours | 37 hours per week (8.00am – 4.00pm Mon-Thu, 8.00am – 3.30pm Fri) |
| Department | Housing Technical Service | Salary | Up to SK12 (£37,467 per annum) |
| Location | Mobile Worker based from Turnpike Close, Grantham NG31 7XU | Contract | Permanent |

Main Job Purpose

Maintenance work to council 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

- To assist in the inspection and diagnosis of repairs
- Duties will include but not exclusive to; glazing, ironmongery & fencing
- Carry out general building type work to the internal and external of dwellings on various archetype properties within the Social Housing service
- Use council IT systems to manage and maintain repairs details
- Out of Hours cover when required for emergency repairs

Multi Skill 1

- Carry out additional works associated within your tasks as a joiner e.g., painting/ tiling

Multi Skill 2

- Carry out work associated with other trades to a competent level e.g., Plumbing, Plastering

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.



Flexibility

Some flexibility in the working hours will be required from time to time. This job description is not intended to be exhaustive. The post holder will be expected to adopt a flexible attitude to duties which may have to be varied (after discussion with the post holder) subject to the changing needs of the organisation.

Person Specification

Relevant Experience, Skills and Knowledge

Essential

- Evidence of skill in general joinery work.
- Evidence of skill in general glazing work.
- Demonstrate sufficient breadth of experience in the joinery industry to satisfy the requirements of the post.



- Basic paperwork skills.
- Basic IT skills.

Desirable

- Other trade skills – multi tasking

Relevant Qualifications

Essential

- City and Guilds Craft Certificate/Time served.
- Full driving licence.

Desirable

- Other trade qualifications
- Passive Fire stopping training eg BMTRADA

Communication and Interpersonal Skills

Essential

- Demonstrate an ability to work with a wide range of individuals.
- Willingness to undertake further training.
- Ability to work as part of a team.
- Awareness of equality issues.
- Willingness to participate in emergency call outs.
- Effective customer care skills
- Show flexibility in terms of hours and range of duties