

Job Description

JOB TITLE:	Painting and Decoration Operative
MAIN LOCATION:	Bladon House School
RESPONSIBLE TO:	Maintenance Team Leader
HOURS OF WORK:	40 hours per week, working Monday to Friday,
HOLIDAY ENTITLEMENT:	33 Days per annum, includes Bank Holidays

MAIN RESPONSIBILITIES:

- To carry out painting and decoration to a high standard across the school and its home.
- Liaise with key members of staff and Service users regarding the Decoration of their work and home environments.
- Provide an attractive, clean and safe physical environment for young children, staff and visitors
- Carryout any associated maintenance tasks in connection within the decoration role and as needed to help the maintenance team as required.
- You will be expected to manage your working day effectively to maintain the Site/s to a high standard
- To contribute to an On – Call Rota.

KEY TASKS:

1. To be responsible for the day-to-day maintenance, decoration and minor upgrades as directed by the Maintenance Team Leader, and in conjunction with your Colleague's and any other tasks, as requested throughout the day. Work should be carried out in a manner that will preserve the quality and safety of the environment. This includes buildings, grounds and equipment.
2. To carryout ongoing decoration as requested via our job recording system or decoration schedule.
3. To maintain tools and equipment in safe clean working order, keeping them secure at all times.
4. To understand and comply with Health and Safety Legislation.
5. Holding a Full Driving Licence is preferred.
6. To work under the direction of the Maintenance Team Leader, carrying out general maintenance work and refurbishments, as required around any decoration need.
7. To work alone/or as part of a team in a positive, proactive manner and be willing to make decisions without direction if needed.
8. Be willing to undertake any training on or off site as required as part of the role.
To be part of an "On Call" Rota responding to any Emergencies or repairs out of Hours.
9. As with all SENAD Staff, take joint responsibility for Safeguarding children and vulnerable adults, adhering to all Safeguarding Policies.
10. Any other duties, relevant to the maintenance of the Sites, which may be reasonably required.

You as an Employee are required by The Health & Safety at Work Act 1974 to:

- Take reasonable care for the Health and Safety of yourself and others, who may be affected by what you do/or don't do;
- Co-operate with the Company to ensure Compliance with the Law;

And Under the Management of Health and Safety at Work Act 1999, you as an Employee are required to:

- Inform your Employer of any work situation which you consider represents a serious and imminent danger, and any shortcoming in the Employer's Protection arrangements for Health and Safety
- Ensure you do not misuse or interfere with equipment provided for your safety/or the safety of others

This job description is intended as a guide to the range of duties required, and it should not be regarded as inflexible. It is subject to periodic review.