

**Role Profile: Electrician**

**Department:**  Fareham BC

**Location:** Fareham

**Hours:**  40hrs per week

**Benefits:** 23 Days Holiday rising with length of service

Pension

Life Assurance

Company Van with Fuel Card

**Who you report to**: Supervisor

**SUMMARY OF ROLE**

Mountjoy Ltd provides Void repairs, maintenance and refurbishment works to residential buildings across the Fareham area. This is void property work as well as Kitchens, Bathrooms and Wet rooms being the principal work streams.

We are seeking a conscientious and enthusiastic Electrician with a can-do attitude and flexible approach. Trade persons must have relevant qualifications and broad commercial experience in their core trades with additional experience and capability to complete tasks outside their core competency. The operative must maintain a professional appearance and attitude and be always polite and courteous. It is a further requirement that all operatives must pass an Enhanced DBS and Barring check.

Principal objective is to maintain high client satisfaction through delivery of maintenance and repairs services ensuring a controlled and safe environment whilst working effectively and in a timely manner and balancing constantly changing priorities.

The success of the contract requires attention to detail and ensuring that we conclude our work to agreed delivery timescales to maximise and enhance our reputation with our client.

**The key activities you will undertake in this role will be:**

* Electrical test and inspection.
* Reactive repairs and fault finding.
* Full domestic electrical rewiring.
* Electrical installation to kitchens and bathrooms.
* Electrical installation of domestic heating system.

**KEY RESPONSIBILITIES**

* Diagnose and rectify faults within core field of expertise.
* To ensure that the quality of work always meets the highest possible standards.
* Support all trades to deliver a professional and safe maintenance and repairs service.
* Respond swiftly to all emergency situations and resolve them efficiently.
* Keep the customer up to date with progress and plans.
* Undertake all work efficiently and cost effectively, minimising non-productive time wherever
* possible and reporting any difficulties encountered to the Resource Controller and /or Supervisor.
* Apply Company Health & Safety rules in all you do, using risk assessments, method statements and PPE when needed.
* Maintain tools, plant and equipment in a safe, clean and workable condition.
* Maintain accurate records of works undertaken with photographic evidence as necessary.
* Ask your Supervisor/Foreman for assistance when required.
* Be willing to work within the Mountjoy group and assist other contracts as directed by the Contract Manager as and when the business dictates.
* Maintain your company vehicle in a clean and tidy condition at all times and report any defects to the Foreman/ Supervisor in a timely manner.
* Be an inclusive part of the team

**SKILLS REQUIRED**

* To NVQ Level 3 or equivalent experience
* All aspects of domestic and commercial electrical works
* CSCS card would be an advantage
* Able to use the phone to communicate effectively, explaining yourself clearly and concisely understanding what information you need or need to provide.
* Be comfortable in dealing with tenants and remain professional even when issues are contentious, especially when explaining works to tenants.
* Understand the need to complete outstanding pieces prior to starting in other areas
* Be able to diagnose the right repair adopting the right first-time approach
* Be a team player ensuring lessons learnt, and good practices are shared amongst the team for future benefit of the service.
* Have a practical approach to health and safety, ensuring that you and others are always safe.
* A problem solver and be able to work out what is the right repair.
* Be able to self-manage and be self-motivated, prioritising and programming work in the most efficient manner.
* Be able to use knowledge and judgement to make the right decisions and find effective solutions to problems.
* Able to use the phone or PDA to communicate effectively, explaining yourself clearly and concisely understanding what information you need or need to provide
* Be able to understand Mountjoy’s processes and actively engage in our culture

**KNOWLEDGE REQUIRED**

* Be able to demonstrate you are a competent tradesperson and have the tools to do the work.
* Have the prerequisite technical, statutory, and legislative knowledge for the trades you perform for the company ensuring you keep abreast of updates and changes.
* Have knowledge of the materials and methods used in the building and maintenance industry.

**QUALIFICATIONS REQUIRED**

* REQUIRED: City & Guilds 2382 17th Edition Electrical Regulations
* REQUIRED: City & Guilds 2391 Testing & Inspection or equivalent
* 18th Edition Electrical Regulations – working knowledge desirable
* NVQ 3 in electrical installation
* Full current driving licence.
* A DBS check is required before commencement of role

**EXPERIENCE**

* 2 – 5 yrs. experience of working in Social Housing or Building Maintenance environment.