

Job Description

Job Title Maintenance Operative

Department Facilities

Reporting to Facilities Manager

Summary

The Maintenance Operative, who works as part of the Facilities team, delivers both planned and reactive maintenance for the Museum in order to ensure the fabric of the building, plant equipment and exhibits are in good working order.

Job Priorities

- Undertake planned and reactive repairs and maintenance operations to the Museum building, exhibits and other structures on the Museum site, which will require a good knowledge of all general maintenance skills.
- Assist with the take down and installation of new exhibitions.
- Assist with the setting up and taking down of corporate functions and Museum events when required.
- Operate tools, equipment and plant complying with health and safety legislation.
- Maintain and care for tools, plant and equipment, to ensure it is kept in safe working order.
- Provide maintenance cover for an off-site partnership as and when required.
- Demonstrate a professional and flexible approach at all times.
- Maintain a flexible, friendly and helpful attitude with visitors, staff and volunteers.
- Carry out any other tasks that may be assigned to you in line with this role.

Competencies

Essential

- Good working knowledge of plant machinery, electrical, plumbing and carpentry skills
- Ability to find practical solutions to maintenance problems
- Ability to work on own initiative
- A flexible and proactive team member
- Able to work at heights
- Full clean driving licence
- Able to work flexible hours, which will include weekends, bank holidays and the occasional evening

Desirable

- Health and Safety qualification/training
- Recognised trade qualification (e.g. NVQ, City and Guilds)
- Willingness to undertake training such as Mobile Elevated Work Platform (Cherry Picker), First Aid, Health and Safety, etc.

Hours and salary

- Permanent, part-time post – 20 hours per week
- £9,466 per annum (£9.10 per hour)