

JOB DESCRIPTION

Job Title:	Apprentice Decorator
Department:	Works
Reports to:	Painting & Decorating Supervisor

Purpose of role

Working as part of a team, the successful candidate will be assisting with the care and decoration of the College properties carrying out both planned and routine decoration. This will include structure, fixtures, and fittings.

Key accountabilities

- Assist with regular routine maintenance of the College buildings including, but limited to, preparation of surfaces, sanding of surfaces, filling and priming walls (plasterwork and woodwork), undercoating, gloss work, emulsion work using brush and roller, wallpapering, paint effects, internal and external painting, spraying.
- Cover duties of other members of staff who may be absent, if within the postholder's capabilities.
- Prioritise approved works in order of importance and carry those out to completion to the best of your ability to ensure standard of service are maintained.
- To report all faults/problems (actual and potential), to a member of the supervisory staff.
- To attend courses and lectures, as agreed, relevant to the trade including Health & Safety where applicable.

PERSON SPECIFICATION

Criteria	Description
Experience	No prior experience required but evidence of interest in decorating, hobbies etc. is desirable.
Skills	<p>Be able to work to a high practical standard.</p> <p>Excellent communication skills with ability to use oral, written and electronic methods for the communication of technical and other information.</p> <p>Ability to pay attention to detail.</p> <p>Excellent interpersonal skills.</p> <p>Ability to think ahead, managing tasks effectively and efficiently.</p> <p>Flexible and positive.</p> <p>Self-motivated, keen to learn, with a disciplined approach to tasks.</p> <p>Ability to work as part of a team in such a way that provides a good working atmosphere that supports the team as a whole to deliver an effective service.</p> <p>Keen to progress into painting and decorating as a long-term career.</p> <p>Ability to work alone and as part of a team.</p> <p>Ability to work in a considerate manner, appropriate to the historic nature of the building using sympathetic methods of work.</p>
Qualifications	<p>Maths GCSE Grade 3</p> <p>English GCSE Grade 3</p>
Additional requirements	<p>The work includes climbing staircases in old buildings, accessing awkward areas, carrying/transporting loads, use of ladder and walking round large areas of the College.</p> <p>The post holder may spend periods outside in inclement weather. A uniform is provided which includes PPE.</p> <p>Ability to use College Cycle (provided) to transport themselves and tools around College and its surrounding sites.</p>

EMPLOYMENT DETAILS

Rate of Pay:	£19,359 per annum
Hours:	39 hours per week. Mon-Thurs 8am-5pm Fri 8am-4pm.
Holiday:	25 working days plus 8 public holidays (pro rata for part -time post holders).
Meals:	Free lunch is provided for staff whose duties cover this period.
Pension scheme:	A pension scheme, which complies with the requirements of the Occupational and Personal Pension Schemes Regulations for auto-enrolment, will be available after three month's service. All staff will become members unless they choose to opt out.
Private Health Care:	The College provides health care currently through membership of Aviva. Membership of a dental care scheme is also available. Staff are able to join the schemes after successful completion of their probationary period, subject to certain limitations. This is a taxable benefit.
Gym:	Membership of the College gym is available for a modest fee. Inductions are compulsory.
Sports & Social Club:	The Trinity College Staff Sports and Social Club, run by a committee of staff, offer regular outings to places of interest, and organises functions including a Christmas event.
Access to College:	The College is unable to provide parking on site for its entire staff. Access to and parking in the City Centre is becoming increasingly difficult. The City Council has provided several Park and Ride sites around the city outskirts, with regular bus services. A number of members of staff cycle to work, and the College may be able to provide covered cycle parking.
Employee Assistance:	The Employee Assistance Programme is a free and confidential telephone and web based information and support service providing staff with access to caring and professional consultants and counsellors.
Cycle to Work Scheme:	A tax-free benefits allowing you to spread the cost of a new bike, including either a pedal bike or an e-bike, and equipment for it, over 12 months, up to a maximum value of £6,000.